



**PZHAC WORK SESSION
AGENDA
FEBRUARY 4, 2019**

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD A WORK SESSION, MONDAY, FEBRUARY 4, 2019 AT 5:30 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.

Item 1: Submitted by Burt McClure, a request to discuss plans to conduct several projects on a residential property at 2551 Calle Principal. (Cases **060841** and **060842**) Zoned: Historical Residential (HR)

Item 2: Submitted by Anna Biad; a request to discuss plans to use one of the buildings at 1750 Calle de Mercado for a catering operation (Case **060843**, **Business Permit 0673**), and to construct a rock and wrought iron wall at the rear of the buildings, and to install signs on two of the buildings on this property. (Cases **060843**, **060844**, and **060845**) Zoned: General Commercial (C)

**PZHAC REGULAR MEETING
AGENDA
FEBRUARY 4, 2019**

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD ITS REGULARLY SCHEDULED MEETING MONDAY, FEBRUARY 4, 2019 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 January 22, 2019.

B. *ADMINISTRATIVE APPROVAL

Zoning Permits

- 1. Case 060821** – 2231 Calle de Parian, submitted by Eric and Teresa Sanchez; a request for a zoning permit to remodel the interior of a dwelling at this address. Zoned: Historical Residential (HR)
- 2. Case 060846** – 1717 West Boutz Road, a request by Mesilla Valley Disposal for Roy Torres; a request for a zoning permit to allow the repair of a block wall at this address. Zoned: Historical Commercial (HC)

V. PZHAC NEW BUSINESS:

A. PUBLIC INPUT ON CASES

B. CASES:

Zoning Permits

- 1. Case 060840** – 3044 Estrada Road, submitted by Las Cruces Window World for Jeff Pfeifer, a request for a zoning permit to allow the replacement of six windows on a dwelling at this address. Zoned: Rural Agricultural (RA)
- 2. Case 060841** – 2551 Calle Principal, submitted by Burt McClure, a request for a zoning permit to allow the repair and repainting of window trim; and the construction of a small fence and shed on a residential property at this address. Zoned: Historical Residential (HR) (**This case was heard during the Work Session – Part of Item 1**)

3. **Case 060842** – 2551 Calle Principal, submitted by Burt McClure, a request for a zoning permit to allow the repair of plaster and the repainting of a dwelling on a residential property at this address. Zoned: Historical Residential (HR) **(This case was heard during the Work Session – Part of Item 1)**
4. **Case 060843** – 1750 Calle de Mercado, submitted by Anna Biad for “Blue Door Venue”; a request for a zoning permit to allow the applicant to set up one of the buildings and an outdoor garden area at this address for a catering operation, and to build a rock wall at the rear of the building. Zoned: General Commercial (C) **(This case was heard during the Work Session – Part of Item 2)**
5. **Case 060844** – 1750 Calle de Mercado, submitted by Anna Biad for “Blue Door Venue”; a request for a sign permit to allow the applicant to erect a wall sign on the building used for the catering operation. Zoned: General Commercial (C) **(This case was heard during the Work Session – Part of Item 2)**
6. **Case 060845** – 1750 Calle de Mercado, submitted by Anna Biad for “Acton Academy”; a request for a sign permit to allow the applicant to erect a wall sign on the building used for the school operation. Zoned: General Commercial (C) **(This case was heard during the Work Session – Part of Item 2)**

Business Permits

7. **0763** – 1750 Calle de Mercado, submitted by Hacienda Investments LLC for “Blue Door Venue”; a request for a business license to allow the applicant to operate a catering operation for weddings and receptions in one of the buildings and an outdoor garden area at his address. Zoned: General Commercial (C) **(This case was heard during the Work Session – Part of Item 2)**

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 1/31/19 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

FEBRUARY 4, 2019

WORK SESSION

**PZHAC WORK SESSION
FEBRUARY 4, 2019
ITEM 1**

Submitted by Burt McClure, a request to discuss plans to conduct several projects on a residential property at 2551 Calle Principal. (Cases 060841 and 060842) Zoned: Historical Residential (HR)

These cases are being heard as the result of several Code violations on the property. In addition to the violations resulting from debris and storage of various items on the property, the applicant conducted work on the dwelling (painted the window trim), and built a small storage shed on the property without permits. As a result, the applicant has requested a permit (Case 060841) to allow the repair and repainting of the window trim on the dwelling, build a fence on the property and to allow the shed to remain. The second permit (Case 060842) is to allow the repair of plaster and repainting of the dwelling.

In the case of the first permit, the applicant has already repainted most of the window trim on the dwelling. (The original color was a bright white.) Although the color used (blue-see attached photos) is a color that is in the chart of colors that is allowed in the Historic Districts of the Town (see attached), and has been allowed by the PZHAC on other projects in the Historic Districts, review and approval by the PZHAC is required first. (The repair of the trim is something that appears to be necessary to prevent it from deteriorating further.)

The PZHAC will need to determine that the color chosen for the painting of the trim will be consistent with Chapters 18.33 (Historic Preservation) and 18.35 (HR-Residential Cultural Historic zone) of the Code.

18.33.100 Miscellaneous, including colors for architectural components, gates, fences, and stucco and material and color for metal roofing.

A. Colors for Architectural Components, Including Windows, Trim, Doors, and for Gates and Fences.

1. Criteria to be used in selecting an appropriate color for architectural components, gates and fences include, but are not limited to:
 - a. The size of the surface area to be covered.
 - b. Other colors that will surround the architectural component, gate or fence.
 - c. Type and texture of the surface, such as rough stucco, smooth metal or wood.
2. An album of color charts and photographs to be used by commissioners, staff and citizens in determining appropriate colors for architectural details and, by extension with this chapter, for gates and fences, is available in the community development department office.

18.35.030 Exterior appearance.

An application for a permit which would authorize construction, modification, moving or destruction which would affect the exterior appearance of any structure, sign, or other improvement affecting use or function must first be approved by the commission. [Ord. 94-06 § 1; prior code § 11-2-11.4.C]

In addition to the proposed painting of the window trim, the applicant would like to build a wooden fence across part of the property to create a small yard area. The fence would be built using wood from old pallets. Wood is an allowed material for fences in the Historic Districts, but the design of the fence will need to fit in with the historic character of the area. (The applicant will present some design ideas at the Work Session.)

The applicant would also like to receive approval for a small wooden shed that he built out of pallets. This was built originally to house his motorcycle. The shed consists of a light frame made from pallets and slats, with a pitched roof made from pallets (see attached pictures).

The second permit (Case 060842) is to allow the applicant to repair the plaster on the dwelling and to repaint the dwelling a color white similar to "Snowball White" or "Colonial White" which are in the Chart of colors allowed by the Town in the Historic Districts. This will be a change from the original color of the dwelling, which is a tan color similar to "Vanilla Cream" which is also in the chart of allowed colors (see attached photos and color chart).

Other Code issues on the property are in the process of being addressed, and the applicant will need to bring the property into compliance with the Code for properties in the Historic Residential District.

The applicant will be present at the work session to provide further details about the requested permits; and will be available to answer any questions that may arise.

Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select S

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400354](#)

Parcel Number: 4006137270498

Owner: MCCLURE ELLEN B TR

Mail Address: PO BOX 288

Subdivision:

Property Address: 2551 CALLE DE
PRINCIPAL

Acres: 0



PHOTO OF DWELLING FROM CALLE PRINCIPAL SHOWING WINDOWS AND TRIM, ALONG WITH ORIGINAL DWELLING COLOR



PHOTO OF NORTH SIDE OF DWELLING FROM CALLE DE CORREO SHOWING WINDOW TRIM TO BE PAINTED



PHOTO OF SOUTH SIDE OF PROPERTY FROM CALLE DE COLON SHOWING SHED AND AREA TO BE FENCED



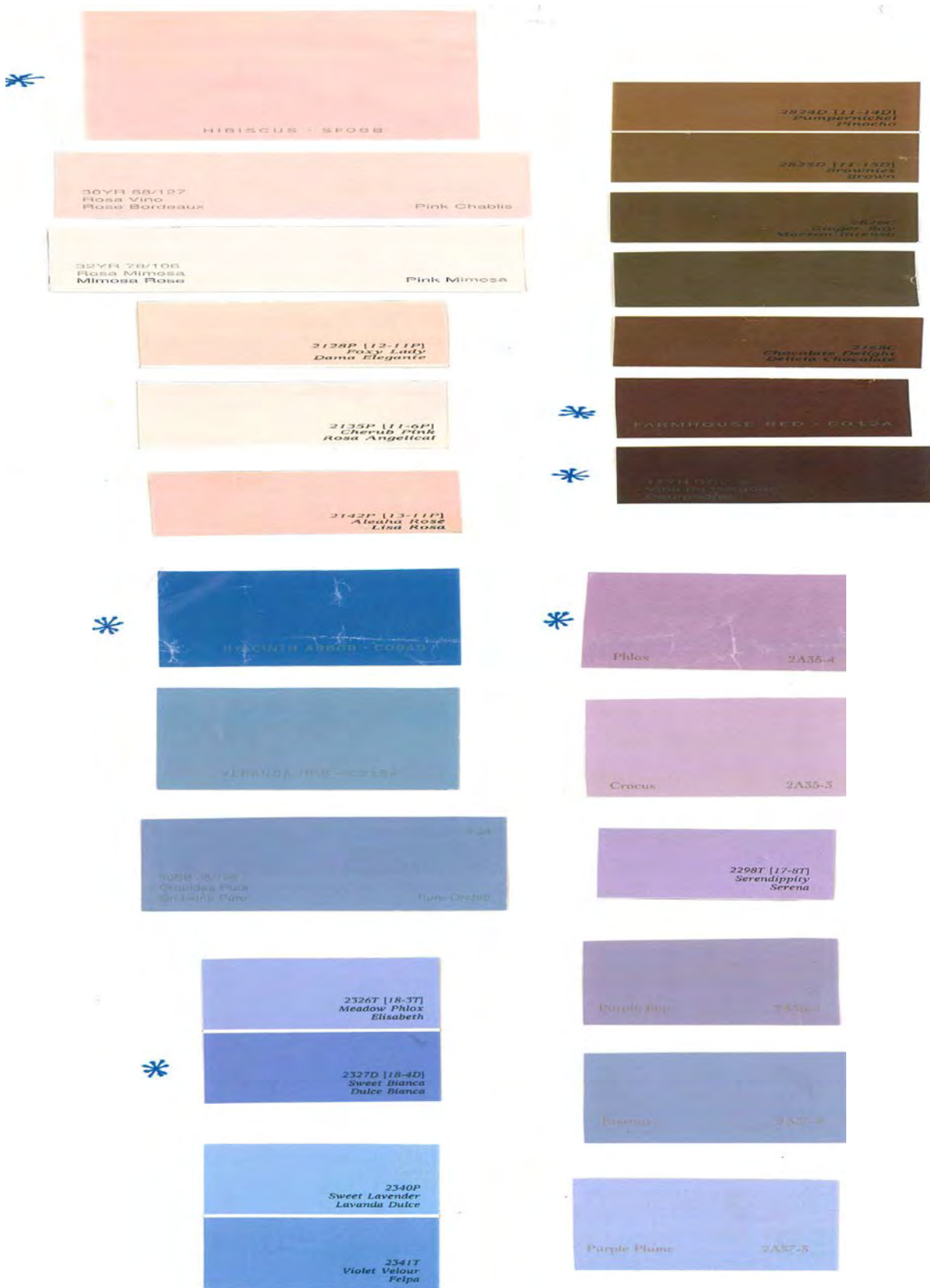
PHOTO OF SHED

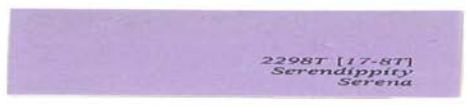


**PHOTOS OF OTHER CODE ISSUES ON THE PROPERTY
(IN PROCESS OF BEING ADDRESSED)**



ALLOWED TRIM COLORS

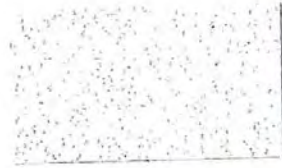




ALLOWED HOUSE COLORS



Snowball
10400(92)



Marble White
10401(90)



Almond
10407(73)



Ochre
10433(69)



Indian Summer
10434(66)



Aluminum
10445(72)



Clear Linen
10431(81)



Cashmere
10411(49)



Bamboo
10425(66)



Limestone
10402(71)



Slate
10404(50)



Grey Mist
10443(65)



Steel Grey
10420(58)



Moonstone
10446(74)



Classic Cream
10421(44)



Clay Powder
10452(35)



Malted Brown
10424(43)



Tundra
10409(55)



Vanilla Cream
10451(68)



Ivory
10444(86)



Pepper
10450(36)



Moss
10447(43)



Canyon Dawn
10449(61)



Khaki
10414(60)



Beige Dune
10448(73)



Brushwood
10423(55)



Chamois
10441(42)



Santa Fe Rose
10436(61)



Oriental Gold
10438(44)



Evening Shadow
10440(43)



Warm Sand
10432(62)



Pale White
10430(80)



Trianon Velvet
10435(77)



Smokey Mauve
10426(55)



Apricot
10427(64)



Pewter
10403(63)



Lavender
10439(52)



Spice Tan
10415(52)



Peachtree Frost
10437(80)



Spicy Sunset
10442(39)



102 CAMEO



100 COLONIAL WHITE



212 MADERA



90 CANDLELIGHT



127 HACIENDA



128 CREAM



129 IVORY



197 LA MORENA



30 SOAPSTONE



117 FAWN



119 PALOMINO



101 NAVAJO WHITE



121 SANDALWOOD



122 STRAW



106 BUCKSKIN



108 KOKANEE



103 SAND



107 DENIM



135 SAHARA



116 ADOBE



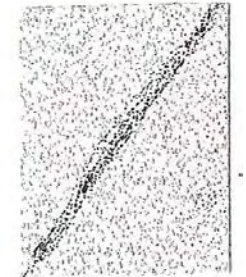
118 SUEDE



105 BAMBOO



110 ASH



80 SOFT ROSE



115 COTTONWOOD



114 DESERT ROSE



130 PUEBLO



125 LA LUZ



124 CORAL



113 DOVE GRAY

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

OFFICIAL USE ONLY:
 Case # 060841
 Fee \$ 5.00

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

CASE NO. 060841 ZONE: HR CODE: M1 APPLICATION DATE: 1/17/19

B. McClure 575-532-9532
 Name of Applicant/Owner Applicant's Telephone Number

P.O. Box 575 Mesilla Park NM 88047
 Applicant's/Owner's Mailing Address City State Zip Code

BURT McCLURE@G.MAIL.COM
 Applicant's/Owner's E-mail Address

MPS 1580 SAN JOSE Rd LA MESA
 Contractor's Name & Address (If none, indicate Self)

405-4027
 Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

2551 PRINCIPAL Patch PLASTER AND PAINT
 Address of Proposed Work:

Description of Proposed Work: HOUSE WHITE

\$ 49121 B. McClure 1/17/2019
 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: 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:

TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060841

Fee \$ 60.00

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

CASE NO. 060841 ZONE: HR CODE: M1 APPLICATION DATE: 1/23/10

Name of Applicant/Owner: B. McClure Applicant's Telephone Number: 575-532-

Applicant's/Owner's Mailing Address: P.O. Box 567 Mesilla Park State: NM Zip Code: 88047

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

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

Contractor's Telephone Number: 405-4027

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

Address of Proposed Work: 2551 Calle Principal

Description of Proposed Work: Patch plaster and paint window trim. Erect small fence northeast corner small storage shed

Estimated Cost: \$ 11431 Signature of Applicant: B. McClure 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: _____
 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
FEBRUARY 4, 2019
ITEM 2**

Submitted by Anna Biad; a request to discuss plans to use one of the buildings at 1750 Calle de Mercado for a catering operation (**Case 060843, Business Permit 0673**), and to construct a rock and wrought iron wall at the rear of the buildings, and to install signs on two of the buildings at this property. (**Cases 060843, 060844, and 060845**) Zoned: General Commercial (C)

The applicant obtained a Special Use Permit from the Town in 2018 to expand the adjacent Acton Academy into one of the buildings on the property. On September 17, 2018; the applicant obtained permission from the PZHAC (Case 060783) to also use the buildings on the property that were not going to be used for the school for a banquet hall and other commercial uses. Some renovations to the property have already been done as a result of this permit. A sign permit for a directory sign on the property was also obtained at that time, and the sign has been installed.

The applicant is currently requesting Case 060843 to allow further renovations, including an exterior rock and wrought iron wall similar to the wall around the court yard, to one of the buildings to be completed as a banquet hall for weddings and receptions. This will be operated by “Blue Door Venues” (Business Permit Application 0673), a catering company that will be owned and operated by the applicant. The applicant is also requesting a sign permit (Case 060844) for a sign to be placed on the building used for this operation.

A second sign permit (Case 060845) is being requested for the building to be occupied by the school. The two signs being requested are similar to the signs shown in the attached photos provided by the applicant. (The name shown in the example photos will be replaced with the name of the appropriate name in the permits.)

The Sign Code currently allows:

18.45 Commercial Zone (C)

18.65.140 Wall signs.

A. Wall Sign 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.

(Each sign will be 25 square feet or less in size.)

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]

(The permits are for one sign on each building. The two uses are separate entities.)

Additionally, the proposed catering use is allowed in the General Commercial district (**18.45.020 Commercial Zone, Uses Permitted - Restaurants and other eating establishments**).

The applicant has been informed that the various uses of the buildings will require approval from CID for the appropriate occupancies, and any further renovation work not covered by previous permits will require review and approval by CID.

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

Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select S

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0401181](#)

Parcel Number: 4006137253232

Owner: HACIENDA INVESTMENTS LTD

Mail Address: 5140 NIZHONI TRAIL

Subdivision: MERCADO DE LA
MESILLA PHASE 1 & 3B REPLAT NO 1
(BK 24 PG 163 - 1627098)

Property Address: 1750 CALLE DE
MERCADO

Acres: 0



Town of Mesilla, New Mexico

P.O. BOX 10
MESILLA, NM 88046
PHONE: (505)524-3262 FAX (505)541-6327

ZONING

Application for Building Permit

Certificate of Occupancy, Use and Historic Appropriateness

Application is hereby for the issuance of a Certificate of Occupancy, Use, and when applicable, a Certificate of Historical Appropriateness.

Application Date: 1/24/19

Anna Biad
Name of Applicant

644-8265
Telephone Number

1750 Calle de Mercado
Address

Las Lunas
City

NM
State

88005
Zip Code

Proposed Use or Occupancy: Commercial/school Zone: C

Dolph
Contractor Name

Address

Telephone Number

Contractor Tax I.D. #

Contractor License #

This application includes:

1. Plot plan with legal description to show existing structures, adjoining, streets, driveway(s), improvements & setbacks.
2. Foundation Plan with details
3. Floor Plans showing rooms, their uses and dimensions
4. Cross Sections of walls
5. Roof and floor framing plan (If manufactured trusses, submit layout of trusses and stamped engineer design plan.)
6. Drainage plan
7. Architectural style and color scheme (Historical zones only)
8. Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from Public Utility providing water service.
9. Recorded proof of ownership with legal description of property (deed or current tax bill)

All applications for electrical, mechanical/plumbing installations are made at the construction industries division

Location & Description of Proposed Work:

* See attached Exhibit A+B

Estimated Cost: \$10,000

Material: _____

Labor: _____

Anna Bied
Signature of Applicant

Required Setbacks: Front _____ Rear _____ Side _____

PZHAC _____ Administrative Approval BOT _____ Approved
_____ Approved _____ Disapproved
_____ Approved with Conditions _____ Date _____ Approved w/ Cond.

FEE: 25.50 RECEIPT #: _____ ISSUE DATE: _____

THERE IS A TEN (10) DAY MINIMUM REVIEW PERIOD ON ALL APPLICATIONS (with the exception of administrative approvals)

CASE NO. 060843 Date Received: _____

CID APPROVAL REQUIRED.

W

Town of Mesilla Business Registration Application

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



OFFICIAL USE ONLY:

Business License #: 0763

PLEASE TYPE OR PRINT

Business Registration Application is: New Renewal

Name of Business

Name of Applicant

MAILING Address

City

State

Zip

PHYSICAL Address of Business

Business Phone

Alternate Phone

E-mail Address

Please include a valid E-mail address, which will be used for information and updates about special events, street closures, and other important town information. If you would like your business included on the Town's tourism website, please visit www.mesillanm.gov and fill out the Business Information Update Request Form, or contact the Community Development Coordinator, Larry Shannon at larrys@mesillanm.gov.

Property Owner Name

Property Owner Address

City

State

Zip

Property Owner Phone

The Location code for reporting earnings received in the Town of Mesilla is 07-303

Square Footage of Business

Number of Employees

Number of Parking Spaces

Zoning Code

Business Applicant Is:

Sole Proprietorship

Partnership

Corporation

Current NM CRS Tax ID

Type of Business - Please describe the product(s) and/or service(s)

The banquet room and courtyard will be rented out for weddings and re

Emergency Contact Information

Responsible party to be called in case of emergency. Enter information in order of requested contact.

Contact 1 Phone Number

Address

Contact 2 Phone Number

Address

Contact 3 Phone Number

Address

Do you have an alarm system? Yes No

If yes, what kind? What company responds?

Applicant hereby states under oath that all statements and representations made in this application are true and valid.

Signature of Applicant Anna Emerick-Biad Date 1/11/19

Signature of Building Owner Anna Emerick-Biad Date 1/11/19

OFFICE USE ONLY

Receipt Number

Date of Payment

Utility service verified with utility department

Case Number

PZHAC Approval Date

Sign Permit Case #

BOT Approval Date

Zone

Renewal Date

Fire Department Inspection Verification

Fire Department Signature _____

Inspection Date _____ Approved Yes No

CID APPROVAL REQUIRED 

CRS Verification of Location Code

PHOTO OF THE BUILDINGS FROM CALLE DE MERCADO



PHOTO OF THE BUILDINGS FROM THE REAR SHOWING THE AREA TO BE FENCED



PHOTO OF PROPOSED LOCATION OF “BLUE DOOR VENUE” SIGN



PHOTO OF PROPOSED LOCATION OF “ACTON ACADEMY” SIGN



Exhibit B
Building Permit for 1750 Calle de Mercado

We would like to install a fence around the area noted in Exhibit A. The fence would be a combination of wrought iron and rock wall to match the entry courtyard space.

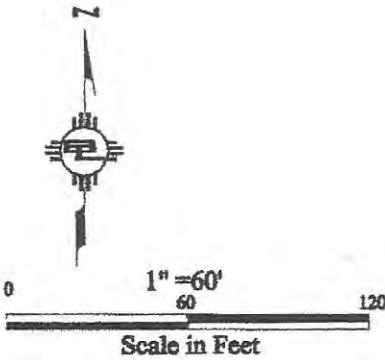


Exhibit A

PLAT OF SURVEY

LOT 1, MERCADO DE LA MESILLA
 PHASE I & 3B, REPLAT NO. 1
 PLAT FILED NOVEMBER 23, 2016, IN
 PLAT BOOK 24, PAGE 163, OF THE
 DONA ANA COUNTY RECORDS
 TOWN OF MESILLA
 DONA ANA COUNTY
 NEW MEXICO

CURVE TABLE					
CURVE	RADIUS	LENGTH	DELTA	CHORD DIR	CHORD
C1	25.00	23.05	52°49'16"	N44°18'54"W	22.24
C2	71.00	23.47	18°56'14"	S27°22'18"E	23.36
C3	25.00	26.33	60°20'40"	N06°40'11"W	25.13
C4	257.44	252.09	56°06'20"	S04°32'45"E	242.14



INSTRUMENT OF RECORDS:
 FILED
 instrument #0011842
 OF THE DONA ANA COUNTY RECORDS

DRAWN BY:	S. Peale
FIELD BY:	E.R., c.s.
JOB NO.:	17-07-0308
DATE:	July 27, 2017

PROPERTY IS IN AN "X" DESIGNATED ZONE;
 AS SHOWN ON THE FLOOD INSURANCE RATE MAP
 COMMUNITY PANEL NO. 35013C1093 G,
 EFFECTIVE JULY 6, 2016

NOTES:
 THE BASIS OF BEARING IS THE NORTH BOUNDARY.
 ALL EASEMENTS SHOWN HEREON ARE PER FILED INSTRUMENT/PLAT
 AS NOTED HEREON.
 BEARINGS AND DISTANCES MATCH THAT OF RECORD, UNLESS OTHERWISE NOTED.
 1/2" IRON RODS WITH YELLOW PLASTIC CAP LABELED NMP5 9433 SET
 AT PROPERTY CORNERS OR AS NOTED HEREON.



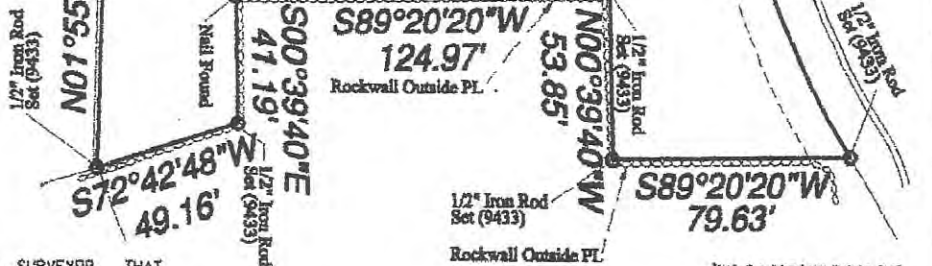
SURVEYOR'S CERTIFICATE

THIS IS TO CERTIFY THAT I AM A REGISTERED LAND SURVEYOR, THAT
 THIS PLAT WAS PREPARED FROM FIELD NOTES OF AN ACTUAL SURVEY MADE
 BY ME OR UNDER MY DIRECTION AND THAT IT IS TRUE AND CORRECT,
 MEETING THE MINIMUM REQUIREMENTS OF THE STANDARDS FOR LAND
 SURVEYS IN NEW MEXICO AS ADOPTED BY THE NEW MEXICO STATE BOARD OF
 REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS, TO
 THE BEST OF MY KNOWLEDGE AND BELIEF.

July 27, 2017

DATE OF SURVEY

TERENCE G. SCANLON - P.S. NO. 9433
 2990 N. MAIN STREET, STE. 3C, LAS CRUCES, NEW MEXICO 88001



BORDERLANDS
 ENGINEERS AND SURVEYORS LLC
 2990 N. MAIN STREET, STE. 3C
 LAS CRUCES, NEW MEXICO 88001
 PHONE: (575) 523-1443
 FAX: (575) 523-9998

060844
450.00

Town of Mesilla, New Mexico

P.O. BOX 10
MESILLA, NM 88046
PHONE: (505)524-3262 FAX (505)541-6327

Sign Permit

Application Date: 1/24/19

Blue Door Venue
Name of Business

Anna Biad
Name of Applicant

1750 Calle de Mercado
Address of Business

5140 Nizhoni Trail
Address of Applicant

Las Lunas NM 88005
City State Zip

Las Lunas NM 88005
City State Zip

644-8265
Telephone Number

Alternate Telephone Number

Location and description of Sign:
(include dimensions, lettering, shape, material, texture, colors, and/or finish to be used. Attach a drawing of the location of the sign, including any other advertising structures on the building or lot.)

* see attached

For Office Use Only

Administrative Approval: _____
PZHAC Approval: _____
BOT Approval: _____

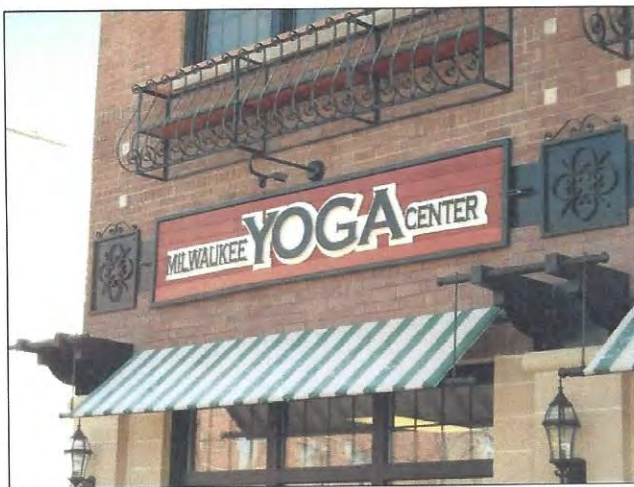
Permit Fee: 50.00
Date of Payment: _____
CASE NUMBER: 060844

Exhibit A
Sign Permit for 1750 Calle de Mercado

We would like to install a sign above the light posts - you can see in the photo where a previous sign was.



Sign to go here.



Sign design idea – wood background with dark lettering and wrought iron components. Size to be determined based on Mesilla sign Code

060845
\$ 50.00

Town of Mesilla, New Mexico

P.O. BOX 10
MESILLA, NM 88046
PHONE: (505)524-3262 FAX (505)541-6327

Sign Permit

Application Date: 1/24/19

Acton Academy
Name of Business

Anna Biad
Name of Applicant

1750 Calle de Mercado
Address of Business

5140 Nizhoni Trail
Address of Applicant

Las Lunas NM 88005
City State Zip

Las Lunas NM 88005
City State Zip

644-8265
Telephone Number

Alternate Telephone Number

Location and description of Sign:
(include dimensions, lettering, shape, material, texture, colors, and/or finish to be used. Attach a drawing of the location of the sign, including any other advertising structures on the building or lot.)

* see attached

For Office Use Only

Administrative Approval: _____
PZHAC Approval: _____
BOT Approval: _____

Permit Fee: \$ 50.00
Date of Payment: _____
CASE NUMBER: 060845

Exhibit A
Sign Permit for 1750 Calle de Mercado

We would like to install a sign where we have drawn the star.



Sign design idea – wood background with dark lettering and wrought iron components. Size to be determined based on Mesilla sign Code

PZHAC MEETING
MINUTES
JANUARY 22, 2019

(PART OF CONSENT AGENDA)

Town of Mesilla, New Mexico

PZHAC WORK SESSION AGENDA

JANUARY 22, 2019

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD A WORK SESSION, **TUESDAY, JANUARY 22, 2019 AT **5:00** P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.**

Item 1: Submitted by Albert and Dawn Stephans, a request to discuss plans to construct a work shed/storage building on a residential property at 207 Capri Arc (**Case 060833**) Zoned: Residential, Single Family (R-1)
This case was originally postponed to a later spot in the work session to allow Tom Maese, CID Inspector who was delayed on his way to the meeting, to be present for the case.

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 applicants intended to replace several smaller storage buildings on the property with one larger building which would be located in a rear corner of the property. The proposed shed would be located five feet from the side property line, about thirty feet from the rear property line, and about seven feet from the existing dwelling. Staff also explained that, when the subdivision was first annexed by the Town, the Town adopted the setbacks of five feet from the sides and rear property lines from the subdivision's Covenants.

The PZHAC recognized the proposed five foot setbacks, but Tom Maese stated that the building code requires ten feet between structures. This could possibly be overcome if the applicants were to add a breezeway between the storage building and the dwelling, thereby causing the storage building to be recognized as part of the dwelling. Another alternative would be to position the storage building on another part of the property.

There were no other issues. The applicants decided to remove the case from the agenda in order to explore other alternatives for the positioning of the storage structure.

Item 2: Submitted by Eric and Teresa Sanchez; a request to discuss the removal of a wooden porch and metal carport, along with plans to remodel part of the rear of a dwelling at 2231 Calle de Parian. (**Cases 060834 and 060835**) Zoned: Historical Residential (HR)
This case was originally postponed to a later spot in the work session to allow Tom Maese, CID Inspector who was delayed on his way to the meeting, to be present for the case.

The applicants were present to discuss the request and answer any questions that might arise. Staff provided a brief introduction of the cases, stating that the permits were for work that to be done to the rear of the dwelling, and that work had already been started, but was stopped pending the outcome of this case. A demolition permit is needed for the removal of a metal carport and part of a porch, and a part of a porch. The zoning permit is to allow the addition of an exterior wall to the structure to allow for an internal hallway between two parts of the structure. Work to be done also includes some minor landscaping, repair to an existing gate, the relocation or replacement of the gas and water meter, and new lighting at the front entrance.

Item 3: Submitted by Michael R. Taylor; a request to discuss plans to replace a bedroom window on a dwelling at 2341 Calle de Arroyo. (**Case 060837**) Zoned: Historical Commercial (HC)
This case was heard first in order to allow Tom Garcia time to arrive at the meeting to discuss possible issues with the first two cases.

Pat Taylor, representative for the applicant, was present to discuss the request and answer any questions that might arise. Staff provided a brief introduction of the cases, stating that the purpose of the request was to replace an existing window by the front entrance with a larger window having the same style. The window to be replaced was high and narrow. The new window would be located at about the same location as the window to be replaced but lower. The wall would be repaired to match the original wall. There would be no changes to the overall appearance of the dwelling.

There were no other issues.

**PZHAC REGULAR MEETING
AGENDA
JANUARY 22, 2019**

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD ITS REGULARLY SCHEDULED MEETING **TUESDAY, JANUARY 22, 2019 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 Nevarez was absent. All other were present. A quorum was present.

III. CHANGES/APPROVAL OF THE AGENDA

Case 060833 was removed from the agenda at the request of the applicants. A motion to approve the agenda as amended was made by Commissioner Prieto, 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.*

A motion to approve the agenda was made by Commissioner Prieto, seconded by Commissioner Houston, and approved by a vote of 3- 0.

A. *PZHAC MINUTES – Meeting minutes of January 7, 2019.

Approved as part of the Consent Agenda

B. *ADMINISTRATIVE APPROVAL

Zoning Permits:

1. **Case 060835** - 2290 Avenida de Mesilla, submitted by Emilie Cano; a request for a zoning permit to allow the repair and replacement of worn and damaged landscape timbers and landscaping along the Calle de Medanos side of the property at this address. Zoned: Historical Commercial (HC)

Approved as part of the Consent Agenda

2. **Case 060838** – 403 Bason Drive, submitted by Legacy Construction for Ivy Turner, Carol Turner, and Miriam W. Walker; a request for a zoning permit to reroof a dwelling at this address. Zoned: Residential, Single Family (R-1)

Approved as part of the Consent Agenda

V. PZHAC NEW BUSINESS:

A. PUBLIC INPUT ON CASES

None

B. CASES:

Zoning Permits

1. **Case 060831** – 291 Capri Road, submitted by Lucas and Godfrey Roofing for John B. Anderson, a request for a zoning permit to allow a dark brown shingle roof to be replaced with a shingle roof of a different color on a dwelling at this address. Zoned: Residential, Single Family (R-1)

Staff provided a brief review of this request. The PZHAC determined that there were no issues with the proposed addition as requested. A motion was made by Commissioner Houston to approve the request, seconded by Commissioner Prieto, and approved by a vote of 3 - 0.

2. **Case 060832** – 3000 Calle del Norte, submitted by DJ Walker Construction for Preston Mitchell; a request for a zoning permit to allow a shingle roof to be replaced with a metal roof on a dwelling at this address. Zoned: Rural Farm (RF)

Staff provided a brief review of this request. The PZHAC determined that there were no issues with the proposed addition as requested. A motion was made by Commissioner Houston to approve the request, seconded by Commissioner Prieto, and approved by a vote of 3 - 0.

3. **Case 060833** – 207 Capri Arc, submitted by Albert and Dawn Stephans, a request for a zoning permit to allow the construction of a work shed/storage building at this address. Zoned: Residential, Single Family (R-1) **(This case was heard during the Work Session – Item 1)**
Removed from the agenda at the request of the applicants.
4. **Case 060834** – 2231 Calle de Parian, submitted by Eric and Teresa Sanchez; a request for a demolition permit for the removal of a wooden porch and metal carport behind a dwelling at this address. Zoned: Historical Residential (HR) **(This case was heard during the Work Session – Part of 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 there were no issues with the proposed demolition as requested. A motion was made by Commissioner Prieto to recommend approval of the request to the ROT, seconded by Commissioner Houston, and approved by a vote of 3 - 0.
5. **Case 060835** – 2231 Calle de Parian, submitted by Eric and Teresa Sanchez; a request for a zoning permit to allow part of the rear of a dwelling at this address to be remodeled. Zoned: Historical Residential (HR) **(This case was heard during the 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 there were no issues with the proposed work as requested. A motion was made by Commissioner Lucero to recommend approval of the request to the BOT, seconded by Commissioner Nevarez, and approved by a vote of 3 - 0.
6. **Case 060837** – 2341 Calle de Arroyo, submitted by Michael R. Taylor; a request for a zoning permit to allow the replacement of a bedroom window on a dwelling at this address. Zoned: Historical Commercial (HC) **(This case was heard during the 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 there were no issues with the proposed replacement as requested. A motion was made by Commissioner Houston to recommend approval of the request to the BOT, seconded by Commissioner Prieto, and approved by a vote of 3 - 0.

Business Permits

7. **0762** – 1368 Snow Road, submitted by John L. Boyer for “Las Cruces Horse Boarding and Farming, LLC”; a request for a business license to allow the applicant to continue a horse boarding operation as well as the sale of hay grown on the property at his address. Zoned: Rural Farm (RF)
Staff provided a brief review of this request. The PZHAC determined that there were no issues with the proposed addition as requested. A motion was made by Commissioner Houston to approve the request, seconded by Commissioner Prieto, and approved by a vote of 3 - 0.

VI. PUBLIC COMMENTS

None

VII. PZHAC/STAFF COMMENTS

None

VIII. ADJOURNMENT

The meeting was adjourned at 6:30 pm.

PZHAC NEW BUSINESS

FEBRUARY 4, 2019

ADMINISTRATIVE APPROVALS

(PART OF CONSENT AGENDA)

**ADMINISTRATIVE APPROVAL
BUILDING PERMIT REQUEST CASE 060821
[PZHAC CONSENT AGENDA – 12/17/2018, 2/4/2019]**

Item:

Case 060821 – 2231 Calle de Parian, submitted by Eric and Teresa Sanchez; a request for a building permit to remodel the interior 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 remodel the interior of a dwelling. The proposed work will include the replacement of cabinets, repainting, and upgrading of appliances. There will not be any structural work. 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.

This case was originally on the December 12, 2018 PZHAC Consent Agenda, but was removed from the Consent Agenda to give Commissioner Lucero the opportunity to question the fact that it appeared that there was major work being done to the interior and exterior of the dwelling without a permit from CID. (The permit was approved by the PZHAC for internal work only and did not apply to or allow for any work that was to be done to the exterior.)

As a result of the discussion at the December 12 PZHAC meeting, the applicants applied for a demolition permit (Permit 060834) for the removal of the carport and part of the rear porch; and a zoning permit (Permit 060835) to allow them to obtain a building permit from CID for the work that is to be done to the exterior of the dwelling. The Town demolition and zoning permits were approved by the PZHAC on January 4, 2019 and the BOT on January 25, 2019. Permit 060821 is now back on the Consent Agenda as a result of the fact that the concerns brought up originally have been addressed, and the applicants are in the process of obtaining the necessary building permits from CID. This permit is for the interior work only, and has been approved administratively.

Consistency with the Code:

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

PHOTO OF THE DWELLING FROM CALLE DE PARIAN



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select 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: [R0400299](#)

Parcel Number: 4006137219509

Owner: SANCHEZ ERIC L TRUSTEE

Mail Address: PO BOX 358

Subdivision:

Property Address: 2231 CALLE DE
PARIAN

Acres: 0



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

OFFICIAL USE ONLY:

Case # 060821

Fee \$ 25.50

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

CASE NO. 060821 ZONE: M1 CODE: WC APPLICATION DATE: 11/28/18

Flore & Teresa Sanchez
 Name of Applicant/Owner

575 650-7963
 Applicant's Telephone Number

P.O. Box 32 MESILLA N.M. 88046
 Applicant's/Owner's Mailing Address City State Zip Code

Applicant's/Owner's E-mail Address

SUN VISTA CONST INC
 Contractor's Name & Address (If none, indicate Self)

575 650-7963 67031
 Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: 2231 CALLE DE PARTAN

Description of Proposed Work:
REMOVAL AND REPLACEMENT OF WOODS, CABINETS, ETC -

\$ 10,000.00 Account of Mother D Nov 28, 2018
 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: ALL INTERNAL WORK, NO CHANGES TO EXTERIOR
TL

PERMISSION ISSUED DENIED BY: [Signature] ISSUE DATE: 11/28/18

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 060846
[PZHAC CONSENT AGENDA – 2/4/2019]**

Item:

Case 060846 – 1717 West Boutz Road, a request by Mesilla Valley Disposal for Roy Torres; a request for a zoning permit to allow the repair of a block wall at this address. Zoned: Historical Commercial (HC)

Description of Work Done:

The purpose of this request is to allow the applicant to repair a cinder block wall that was damaged by a truck. The repair will consist of realigning the blocks and applying cement as necessary to bind the loose blocks. According to the applicant, the wall will be returned to its original appearance and no further work will be done.

Consistency with the Code:

Since this is a repair to an existing wall and no work will be done to alter its appearance, nor will the work affect or change the appearance of the structure; 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 WEST BOUTZ ROAD SHOWING AREA TO BE FIXED



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select S

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400981](#)

Parcel Number: 4006137342407

Owner: TORRES ROY V & MERCY G

Mail Address: PO BOX 391

Subdivision:

Property Address: 1717 W BOUTZ RD

Acres: 0



TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060846

Fee \$ 0.00

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

CASE NO. 060846 ZONE: HC CODE: M1 APPLICATION DATE: 1/28/19

Mesilla Valley Disposal (Jenae Mendoza) 575.647.9094
 Name of Applicant/Owner Applicant's Telephone Number
PO BOX 459 Mesilla Park, NM 88047
 Applicant's/Owner's Mailing Address City State Zip Code
mvd disposal@cybermesa.com
 Applicant's/Owner's E-mail Address

B&S Costales Plastering - 5041 Elks Dr Las Cruces, NM 88007
 Contractor's Name & Address (if none, indicate Self)
575.644.7930 N/A N/A
 Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: W. Boltz

Description of Proposed Work: Resetting damaged under block wall

\$200.00 [Signature] 1/28/19
 Estimated Cost Signature of Applicant Date

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

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

FOR OFFICIAL USE ONLY

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

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

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

CONDITIONS: NO CHANGES TO APPEARANCE OF STRUCTURES ON THE PROPERTY

PERMISSION ISSUED DENIED BY: [Signature] ISSUE DATE: 1/28/19

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

FEBRUARY 4, 2019

PZHAC DECISIONS

ZONING PERMITS

PZHAC ACTION FORM
BUILDING PERMIT 060840
[PZHAC REVIEW – 2/4/19]
STAFF ANALYSIS

Case 060840 – 3044 Estrada Road, submitted by Las Cruces Window World for Jeff Pfeifer, a request for a zoning permit to allow the replacement of six windows on a dwelling at this address. Zoned: Rural Agricultural (RA)

Staff Analysis:

The applicant would like to replace six windows on the dwelling at this address with six new windows of similar size and style. Aside from minor changes in the construction of the replacement windows, there will be no changes to the style or appearance of the dwelling. The applicant is having the windows redone to increase the thermal efficiency of the windows.

The subject property is in the Rural Agricultural (RA) zone. There are no architectural standards in the Code for the RF zone, although the PZHAC has historically tried to ensure that any work done in this zone would not result in a structure being out of character with the surrounding properties. Once the work is completed, the style of the dwelling will remain very similar to other housing styles and types in this area and in the rest of the RA zone in this area.

Estimated Cost: @ 3400.00

Consistency with the Code:

The proposed structure, when finished, will be consistent with Chapter 18.25 (RA Zone) of the Code, which does not contain architectural or design standards for dwellings.

18.25.050 RA Development standards.

- A. Lot Area. Each lot shall have a minimum area of three acres for each dwelling unit except cluster development.
- B. Lot Dimensions. Each lot shall have a minimum width of 200 feet. Each lot shall have a minimum depth of 300 feet.
- C. Yards.
 1. Front. Each lot or parcel of land shall have a front yard extending across the full width of the lot or parcel, with a minimum depth of 30 feet.
 2. Side. There shall be a side yard with a minimum width of 10 feet on each side of the lot or parcel extending from the front yard to the rear yard.
 3. Rear. There shall be a rear yard extending across the full width of the lot, with a minimum depth of 30 feet.
- D. Height Limitations. Same as the RF zone.
- E. Off-Street Parking. See MTC [18.60.170](#).
- F. Utilities. All installation of utility lines shall be underground, wherever technically feasible. [Ord. 2004-7 § 4; Ord. 2004-01 § 2; Ord. 94-06 § 1; prior code § 11-2-11.2.E]

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

Findings:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of replacing six windows with similar new windows.
- The proposed windows are compatible with the RA zoning of the property.
- The PZHAC has determined that the roofing meets all applicable Code requirements.

PZHAC OPTIONS:

1. Approve the application.
2. Approve the application with conditions.
3. Reject the application.

PZHAC ACTION:

**PHOTO OF DWELLING FROM ESTRADA ROAD
SHOWING THE WINDOWS TO BE REPLACED**



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select S

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0401056](#)

Parcel Number: 4006138073279

Owner: PFEIFER JEFFREY & MORGEN
WRIGHT-PFEIFER

Mail Address: 3044 ESTRADA DR

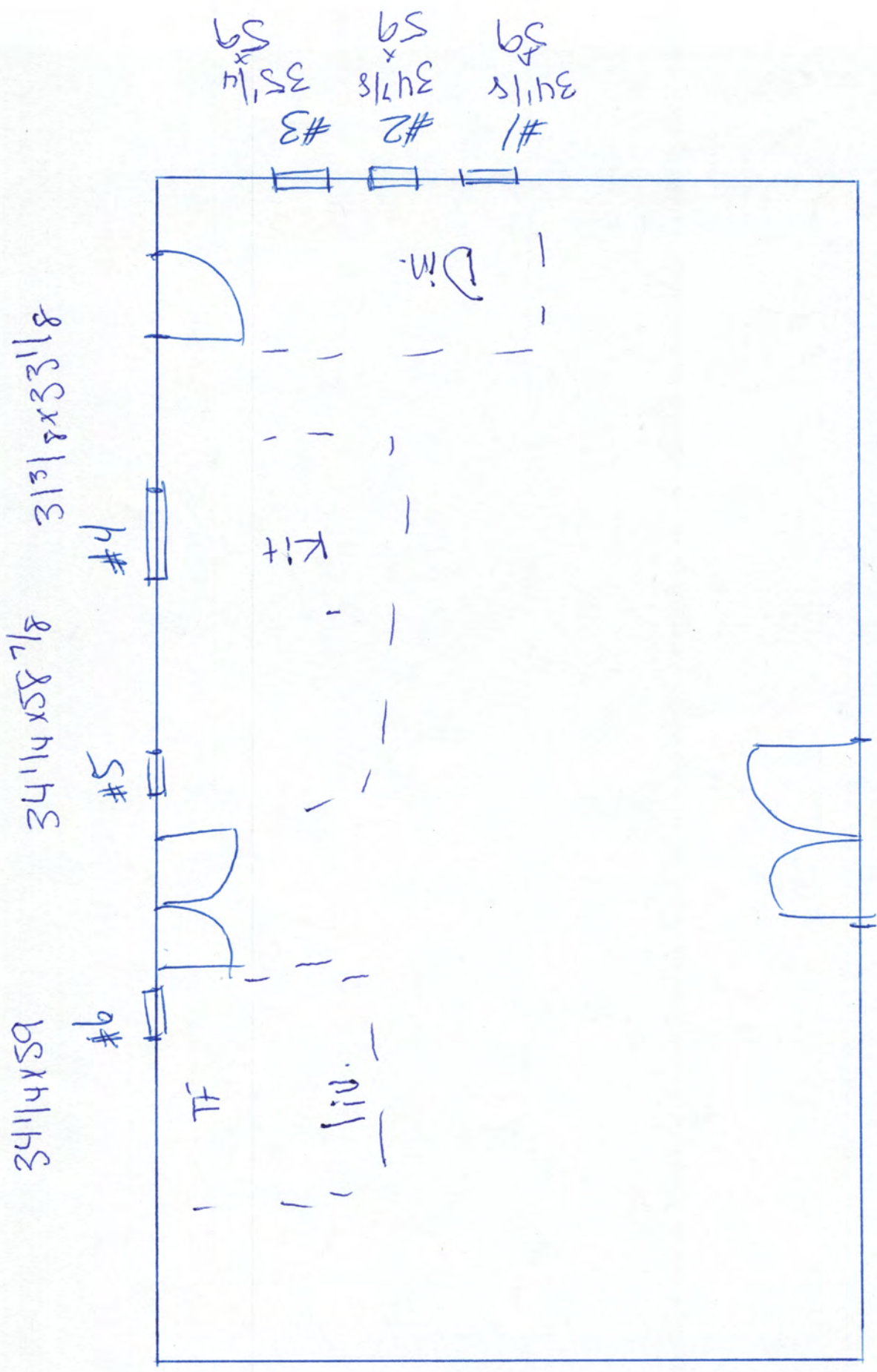
Subdivision:

Property Address: 3044 ESTRADA RD

Acres: 0.69



REAR



FRONT

DEAN Pfeiffer 88005
 3044 ESTADIA
 575-313-1418

Window World

Window World of Las Cruces

NM CID# 391055

300 N. Telshor • Suite 100 • Las Cruces, NM 88011
 Phone: (575) 532-9390 • Fax: (575) 532-5230

Customer: Jeff Pettor Phone (h) 575-313-1418
 Install Address: 5044 ESTADA 88005 Phone (w) _____
 Bill Address: _____ E-mail _____

WINDOW WORLD WINDOW PACKAGES	
<small>(Window max single hung / double hung 48x72 or 2-Lite 60x60. Package includes SolarZone Elite, DS glass, 1/2 screen, foam on jambs and head)</small>	
3000 Series Single Hung	\$368
3000 Series 2-Lite Single Slider	\$388
<u>6</u> 4000 Series Double Hung	\$388 <u>2328</u>
4000 Series 2-Lite Slider	\$408
6000 Series Double Hung	\$459
6000 Series 2-Lite Slider	\$489

WINDOW WORLD WINDOWS	
<small>(All Windows Include SolarZone Elite)</small>	
4000 Series Picture / Fixed	\$459
4000 Series 3-Lite (1/3, 1/3, 1/3) (1/4, 1/2, 1/4)	\$610
6000 Series Picture / Fixed	\$499
6000 Series 3-Lite (1/3, 1/3, 1/3) (1/4, 1/2, 1/4)	\$670
3000 Series 3-Lite Slider (1/3, 1/3, 1/3) (1/4, 1/2, 1/4)	\$590
3000 Series Picture / Fixed	\$449
3000 Series Rounded Top SH	\$719
Windows Over 120 U.I	\$100
Casement (Not Egress)	\$459
Specialty Window	\$
Almond / Desert Clay	\$50
Bronze Exterior (Series 3000/4000)	\$160

Window Color White / White
Inside Outside

DOORS	
Vinyl Rolling Patio Door	\$
Stucco Protector (Y/N) Custom Trim (Y/N)	
Color Grids	
Custom Rail Rolling Patio Door	\$
3" Rail 5" French Rail	
Stucco Protector (Y/N) Custom Trim (Y/N)	
Color Grids	
Interior Blinds (white blinds in white door panels)	\$
<small>(Specific Standard Series Only)</small>	
Specialty Doors	\$


INSULATED GLASS PACKS	
Solar Sun Shield Upgrade	\$60
Triple Glazed TG2** (Argon Filled)	\$155
Triple Glazed TK2** (Krypton Filled)	\$196
<small>(**Series 6000 Only)</small>	

ADDITIONAL FEATURES	
1/2 Screens	\$9
Foam Insulation on Jambs and Head	\$11
Double Strength Glass	\$15
Double Locks (> 26") (4000/6000)	\$5
Full Screens	\$22
Colonial Grids (Contoured/Flat)	\$65
Prairie Grids	\$75
Specialty Grids	\$
<u>4</u> Tempered Sash	\$70 <u>280</u>
Tempered Other	\$
Tinted or Specialty Glass	\$
Obscure Glass Both Sash	\$80
Oriel Style (40/60 or 60/40)	\$60

PRE 1978 BUILT HOMES (Federal Lead Containment Law)	
With Custom Premium Exterior Trim	\$50
Without Custom Premium Exterior Trim	\$70
Lead Testing Fee (up to 4 windows)	\$50

MY HOME WAS BUILT IN THE YEAR _____ Initial _____

MISCELLANEOUS	
Second Story Labor	\$60
Custom Exterior Trim (minimum of 2 windows)	\$60
Custom Coil Color	
<u>5</u> Window Removal Steel or in Stucco	\$60 <u>300</u>
<u>7</u> Window Removal Other	\$40 <u>40</u>
<u>5</u> Stucco Protector/Flush Fin	\$40 <u>200</u>
<small>(Designed to be trimmed for Installation)</small>	
Install Interior Stops (unpainted wood)	\$50
Install Interior Casing	\$50
<small>(Customer must provide the materials)</small>	
Replace Sill (pine-no painting or staining)	\$100
Wood or Steel Mull Removal	\$40
Mull to Form Multi Unit	\$40
Remove Storm Window	\$30
Remove Security Bars (no reinstallation)	\$50
Other	\$

 **ROUND-UP FOR WINDOW WORLD CARES**
 _____ St. Jude Children's Research Hospital \$ _____

You the buyer are responsible for providing at least two feet of clear access on both sides of windows and for completely removing all blinds, brackets, shutters and other window coverings prior to installation. Initial: 5-0
 You the buyer are responsible for any applicable permitting. Balance due based upon percentage of windows installed upon completion. No compensation for job delays or product errors. No painting and no repairs or painting of damages to Stucco unless stated on Contract. Initial: 5-4

NO EXTRA WORK IF NOT IN WRITING!
- 231.99 - Final

Customer agrees to the terms of payment as follows:	
Subtotal	\$ <u>2148</u>
Setup and Handling (5%) Fee (minimum \$50)	\$ <u>157.40</u>
Permit	\$ <u>65</u>
Trip Charge	\$
Subtotal	\$
Tax (where applicable)	\$ <u>261.59</u>
Total Amount	\$ <u>3400</u>
Custom Order Deposit 50%	\$ <u>1700</u> Ck# _____
Balance Paid to Installer upon Completion	\$ <u>1700</u>
Amount Financed	\$

You the buyer may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. Notice of cancellation must be in writing postmarked no later than midnight of the following third business day. THIS IS A CUSTOM ORDER NOT FOR RESALE!

 Salesman Date
12-3-18

 Owner Date
12-3-18

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

OFFICIAL USE ONLY:

Case # 060840

Fee \$ 16.50

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

CASE NO. 060840 ZONE: RA CODE: M1 APPLICATION DATE: 1/25/19

Jeff Phiffer PFEIFER (575) 313-1418
 Name of Applicant/Owner Applicant's Telephone Number

3044 Estrada Las Cruces NM 88005
 Applicant's/Owner's Mailing Address City State Zip Code

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

Kevin Tubbs 300 N Telshor Ste 100 Las Cruces NM 88011
 Contractor's Name & Address (If none, indicate Self)

(575) 532-9390 391055
 Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

3044 Estrada Las Cruces NM 88005
 Address of Proposed Work:

window replacement. Likes for likes. No change to structure.
 Description of Proposed Work:

\$ 3400.00 Theresa Valgully 1/24/19
 Estimated Cost Signature of Applicant Date

Signature of property owner if applicant is not the property owner: (SEE ATTACHED CONTRACT) ZL

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

FOR OFFICIAL USE ONLY

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

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

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

CONDITIONS: CID PERMIT REQUIRED ZL

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 NEW BUSINESS

FEBRUARY 4, 2019

PZHAC DECISIONS

WORK SESSION ITEMS

PZHAC ACTION FORM
ZONING PERMIT 060841
[PZHAC REVIEW – 2/4/2019]
STAFF ANALYSIS

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

Item:

Case 060841 – 2551 Calle Principal, submitted by Burt McClure, a request for a zoning permit to allow the repair and repainting of window trim; and the construction of a small fence and shed on a residential property 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 work that has been done, or will be done, is or will be acceptable for the property or the Town, or if an alternate solution is arrived at, then the request can proceed on the assumption that all requirements of the Code will be satisfied. The PZHAC should continue on to approve the request based on the Findings stated below.

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

Estimated Cost: @ \$114.31

Consistency with the Code:

The PZHAC will need to determine that the proposed work, as well as the work done, 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 repairing and repainting window trim, construction of a small fence, and construction of a small storage shed on a residential property at this address.
- The PZHAC has determined that the proposed work will meet all applicable Code requirements.

PZHAC OPTIONS:

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

PZHAC ACTION:

PZHAC ACTION FORM
ZONING PERMIT 060842
[PZHAC REVIEW – 2/4/2019]
STAFF ANALYSIS

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

Item:

2551 Calle Principal, submitted by Burt McClure, a request for a zoning permit to allow the repair of plaster and the repainting of a dwelling on a residential property 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 repair and repainting of the dwelling will be acceptable for the property or the Town, or if an alternate solution is arrived at, then the request can proceed on the assumption that all requirements of the Code will be satisfied. The PZHAC should continue on to approve the request based on the Findings stated below.

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

Estimated Cost: @ \$491.71

Consistency with the Code:

The PZHAC will need to determine that the proposed repair of plaster and the repainting of the dwelling 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 repair of plaster and the repainting a dwelling at this address.
- The PZHAC has determined that the proposed work will meet all applicable Code requirements.

PZHAC OPTIONS:

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

PZHAC ACTION:

PZHAC ACTION FORM
ZONING PERMIT 060843
[PZHAC REVIEW – 2/4/2019]
STAFF ANALYSIS

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

Item:

Case 060843 – 1750 Calle de Mercado, submitted by Anna Biad for “Blue Door Venue”; a request for a zoning permit to allow the applicant to set up one of the buildings and an outdoor garden area at this address for a catering operation, and to build a rock wall at the rear of the building. Zoned: General Commercial (C)

Staff Analysis:

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

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

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

Estimated Cost: @ \$10,000.00

Consistency with the Code:

The PZHAC will need to determine that the proposed rock wall and the alterations to the building, 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 setting up a building for use as a catering operation, and constructing a rock wall at the rear of the building at this address.
- The PZHAC has determined that the proposed work will meet all applicable Code requirements.

PZHAC OPTIONS:

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

PZHAC ACTION:

PZHAC ACTION FORM
ZONING PERMIT 060844
[PZHAC REVIEW – 2/4/2019]
STAFF ANALYSIS

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

Item:

Case 060844 – 1750 Calle de Mercado, submitted by Anna Biad for “Blue Door Venue”; a request for a sign permit to allow the applicant to erect a wall sign on the building used for the catering operation.

Staff Analysis:

The proposed request 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 sign 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 sign 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: @ \$250.00

Consistency with the Code:

The PZHAC will need to determine that the proposed sign 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 installation of a sign on a commercial building on a property at this address.
- The PZHAC has determined that the proposed work meets all applicable Code requirements.

PZHAC OPTIONS:

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

PZHAC ACTION:

PZHAC ACTION FORM
ZONING PERMIT 060845
[PZHAC REVIEW – 2/4/2019]
STAFF ANALYSIS

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

Item:

Case 060845 – 1750 Calle de Mercado, submitted by Anna Biad for “Acton Academy”; a request for a sign permit to allow the applicant to erect a wall sign on the building used for the school operation. Zoned: General Commercial (C)

Staff Analysis:

The proposed request 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 sign 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 sign 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: @ \$250.00

Consistency with the Code:

The PZHAC will need to determine that the proposed sign 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 installation of a sign on a commercial building on a property at this address.
- The PZHAC has determined that the proposed work meets all applicable Code requirements.

PZHAC OPTIONS:

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

PZHAC ACTION:

PZHAC NEW BUSINESS

FEBRUARY 4, 2019

PZHAC DECISIONS

BUSINESS REGISTRATIONS

PZHAC ACTION FORM
BUSINESS PERMIT 0763
[PZHAC REVIEW – 2/4/2019]
STAFF ANALYSIS

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

Item:

1750 Calle de Mercado, submitted by Hacienda Investments LLC for “Blue Door Venue”; a request for a business license to allow the applicant to operate a catering operation for weddings and receptions in one of the buildings and an outdoor garden area at his address. Zoned: General Commercial (C)

Staff Analysis:

The proposed business 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 business 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 business 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.

Consistency with the Code:

The PZHAC will need to determine that the proposed business will be consistent with the zoning requirements for this property.

Findings:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed business will consist of a catering operation for weddings and receptions in a commercial building at this address.
- The PZHAC has determined that the proposed business meets all applicable Code requirements.

PZHAC OPTIONS:

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

PZHAC ACTION: