



**PZHAC WORK SESSION
AGENDA
JUNE 18, 2018**

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD A WORK SESSION, MONDAY, JUNE 18, 2018 AT 5:30 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.

Item 1: Submitted by Maria Rios; a request to discuss the construction of a freestanding carport on a residential property at 2472 Calle de Cura (Case 060736). Zoned: Historical Residential (HR)

Item 2: Submitted by Gilbert Madrid for Eric and Teresa Sanchez, a request to discuss plans to repair windows, doors, lintels, vigas, and stucco; and repaint a historic dwelling at 2231 Calle de Parian (Case 060738). Zoned: Historic Residential (HR)

Item 3: Submitted by Norman Fristoe for LAMA Properties, LLC; a request to discuss plans to conduct renovations on a storage structure at 3116 Avenida de Mesilla (Case 060739). Zoned: Rural Agricultural (RA)

**PZHAC REGULAR MEETING
AGENDA
JUNE 18, 2018**

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD ITS REGULARLY SCHEDULED MEETING MONDAY, JUNE 18, 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 June 4, 2018.

V. PZHAC NEW BUSINESS:

A. PUBLIC INPUT ON CASES

B. CASES:

Building Permits

- 1. Case 060736** - 2472 Calle de Cura, submitted by Maria Rios; a request for a permit to build a freestanding carport on a residential property at this address. Zoned: Historical Residential (HR) **(Discussed at Work Session – Item 1)**
- 2. Case 060737** - 1986 Calle de Cura, submitted by Dianne Moore; a request for a building permit to add a gate across a driveway, and replace an existing four foot high white picket fence with a six foot high white picket fence around a property at this address. Zoned: Historic Residential (HR).
- 3. Case 060738** - 2231 Calle de Parian, submitted by Gilbert Madrid for Eric and Teresa Sanchez, a request for a building permit to repair windows, doors, lintels, vigas, and stucco; and repaint a historic dwelling at this address. Zoned: Historic Residential (HR) **(Discussed at Work Session – Item 2)**
- 4. Case 060739** – 3116 Avenida de Mesilla, submitted by Norman Fristoe for LAMA Properties, LLC; a request for a building permit to renovate a storage structure at this address. Zoned: Rural Agricultural (RA) **(Discussed at Work Session – Item 3)**

Business Registration

- 5. Registration 0727** - 2011 Avenida de Mesilla, submitted by Mickey Balderas for “The Bean Cafe”; a request for a business registration to transfer ownership of an existing cafe 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 6/14/18 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

JUNE 18, 2018

WORK SESSION

**PZHAC WORK SESSION
JUNE 18, 2018
ITEM 1**

Submitted by Maria Rios; a request to discuss the construction of a freestanding carport on a residential property at 2472 Calle de Cura (Case 060736). Zoned: Historical Residential (HR)

The purpose of this request is to determine what will need to be done to bring a carport that was built without a permit into compliance with the Code. The applicant built the carport (see attached photos) without first obtaining a building permit or review of the carport by the PZHAC. The applicant has been informed that, even though the carport has been built, a building permit and review by the PZHAC is still needed to ensure that the carport is not out of character with the architecture and historical aspect of the area. (Changes to the carport might be needed if it is determined that the carport is out of character with the area.) The applicant has been charged double for the permit, as provided for in the Code for construction without a permit.

The carport is a simple open frame design with steel uprights in the corners and a corrugated metal roof. Other than the steel uprights, there are no walls or other structural members, and the carport is not attached to the main dwelling. The carport covers the driveway and is adequate for two cars.

The dwelling was constructed in the 1920's and is listed in the Historic Register for the Town (see attached). It is considered to have local overall significance. Since the carport is not attached to the dwelling and is not part of the dwelling, it does not directly change the architectural or historical significance of the dwelling itself. However, the PZHAC will need to determine if the carport, as constructed, has a negative impact on the property or the surrounding area.

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.

VIEW OF THE CARPORT FROM CALLE DE CURA



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search

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: [R0400537](#)

Parcel Number: 4006138181078

Owner: RIOS MARIA L

Mail Address: 2472 W CALLE DE CURA

Subdivision:

Property Address: 2472 CALLE DE CURA

Acres: 0.06000918



OTHER VIEWS OF THE CARPORT FROM CALLE DE CURA

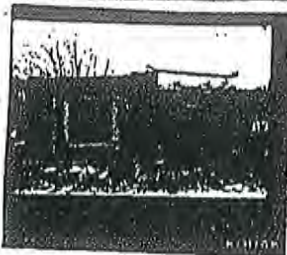


OTHER CARPORTS THAT HAVE BEEN ALLOWED IN THE AREA







1. ALERT SHEET? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		NEW MEXICO HISTORIC BUILDING INVENTORY FORM 1: BUILDINGS & STRUCTURES 6'6 79								
2. SURVEY DATE 3. BY 2/22/80 TP		4. CHECK DATE 5. BY		6. COMPUTER DATE 7. BY			8. FILE DATE 9. BY		10. REVISION DATE 11. BY	
12. COUNTY Donaldua		13. FIELD MAP 2452		14. NUMBER			15. UTM REFERENCE NUMBER 17 330850 3571450 ZONE EASTING NORTHING			
16. SPECIFIC LOCATION Second house West of N.W. corner of Calles Cuarta + Quinta + Quinta							17. CITY/TOWN Mesilla		20. I.D. # 183202390	
20. LEGAL DESCRIPTION: TOWNSHIP NS RANGE EW SECTION 1/4 1/4 1/4						18. ZIP 88046		22. ROLL # 94		
						19. LAND GRANT OR RESERVATION Mesilla Civil Colony		23. NEG # 7		
25. ARCHITECTURAL STYLE Adobe Vernacular						26. NUMBER OF STORIES One				
27. FOUNDATION MATERIAL(S) Concrete collar visible						Pedro Rios				
28. EXTERIOR WALL SURFACE(S) Exposed Adobe						Box 191 Mesilla 88046				
29. FENESTRATION (TYPE, DIVISIONS, SURROUNDS/SILLS/ARRANGEMENTS) Single & Tandom 4/4 dhw w/ exposed wood lintel; no surrounds or sills						4006-138-1R1-078				
30. DOOR/ENTRANCE (TYPE/SURROUNDS) Standard wood panel door w/ lintel; Corrugated tin Bay door on side										
31. ROOF(S) (NUMBER/SHAPE/MATERIAL DETAILS) Flat roof w/ flat parapet										
32. CHIMNEY(S) (NUMBER/EXTERIOR-INTERIOR/MATERIALS) None										
33. EXTERIOR DETAILS Exposed lintels; concrete collar, indented windows.										
34. COMMENTS Restoration 50 years old - from Mary Frances Leslie										
DATE OF CONSTRUCTION 35. ESTIMATED 1920's 36. ACTUAL						45. IMMEDIATE SURROUNDINGS 1722				
37. SOURCE OF DATE						46. RELATION TO SURROUNDINGS <input checked="" type="checkbox"/> SIMILAR <input type="checkbox"/> NOT SIMILAR				
38. ARCHITECT/ENGINEER/BUILDER						47. ARCHITECTURAL CONTRIBUTION TO SURROUNDINGS <input checked="" type="checkbox"/> PLUS <input type="checkbox"/> NEUTRAL <input type="checkbox"/> MINUS				
39. SOURCE OF INFORMATION						48. OVERALL SIGNIFICANCE <input type="checkbox"/> NATIONAL <input type="checkbox"/> STATE <input checked="" type="checkbox"/> LOCAL <input type="checkbox"/> NONE				
40. NAME						49. ASSOCIATED BUILDINGS <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO				
USE 41. PRESENT } Res. 42. HISTORIC }						50. WHAT TYPE? House				
43. CONDITION <input type="checkbox"/> EXCELLENT <input checked="" type="checkbox"/> GOOD <input type="checkbox"/> FAIR <input type="checkbox"/> DETERIORATED						51. IF INVENTORIED, LIST I.D. #'S				
14. DEGREE OF REMODELING <input checked="" type="checkbox"/> MINOR <input type="checkbox"/> MODERATE <input type="checkbox"/> MAJOR						52. SEE BACK? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				

- 387 This stuccoed residence has aluminum frame windows and a gabled roof covered with asphalt roll. est. 1970. (N)
- 388 This gabled adobe residence has aluminum frame windows. est. 1955. (N)
- 389 This is a small, square-plan stuccoed adobe residence with metal casement windows and a flat roof with overhanging eaves. est. 1930. (C)
- 390 This is an unstuccoed adobe house with ell-shaped plan, wood frame windows, exposed lintels, and a flat roof with parapet. est. 1930. (C)
- 391 This tiny adobe residence has exposed walls, a flat roof with parapet, wood sash windows, and viga ends visible just below the parapet level. est. 1920. (C)
- 392 This is a very good example of a rural Territorial house. It has a square-plan-floor with a central hallway running the width of the house with rooms to either side. The front entrance has sidelights, toplights, a pedimented lentil, and a spindle screen door. The roof is flat with a brick coping topping the parapet. A capped half wall with capped column supports the screened front porch. This porch has a hipped roof covered with terrecotta tiles. The Bermudez family has lived in this house for many years. est. 1875. (S)
- 393 This at one time was probably part of an outbuilding associated with the Bermudez house. This stuccoed adobe with a flat roof and parapet is probably used as a residence. It appears that at one time there were more rooms adjacent to this building. est. 1880. (C)
- 394 This ell-shaped residence has a gabled, corrugated tin roof over one section and a flat roof over the other section. It has been vacant now for at least ten years and suffers considerable interior damage due to fire. It has wood frame windows, a corrugated tin gabled air vent on the ridge of the main gable, a corrugated tin bay door on the NW chamfered corner, and a rock screened back porch. est. 1915. (C)
- 395 This stuccoed, gabled adobe residence with wood and aluminum frame windows has a small gabled front porch supported by wrought iron columns. est. 1930. (C)
- 396 This stuccoed adobe house with aluminum frame windows has a gabled roof covered with asphalt roll. est. 1930. (C)
- 397 This house is of white slump block, has aluminum frame windows, a flat roof with parapet, and an arched portal. est. 1970. (N)

TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060736

Fee \$ 160.00

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

CASE NO. HR 060736 ZONE: HR CODE: AD APPLICATION DATE: 05-25-18

Maria L. Rios
 Name of Applicant/Owner

(575) 993-0896
 Applicant's Telephone Number

Applicant's/Owner's Mailing Address City State Zip Code
2472 W Calle De Cura Mesilla N.M. 88046

Applicant's/Owner's E-mail Address
LUIS CALABRO

Contractor's Name & Address (If none, indicate Self)
575-650-7921

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

Address of Proposed Work: 2472 CALLE DE CURA

Description of Proposed Work: BUILD AN OPEN GARAGE AT THIS ADDRESS

\$ 2,325.00
 Estimated Cost

Maria L. Rios
 Signature of Applicant

05-25-18
 Date

Signature of property owner if applicant is not the property owner: Maria L. Rios

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 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
JUNE 18, 2018
ITEM 2**

Submitted by Gilbert Madrid for Eric and Teresa Sanchez, a request to discuss plans to repair windows, doors, lintels, vigas, and stucco; and repaint a historic dwelling at 2231 Calle de Parian (Case 060738). Zoned: Historic Residential (HR)

The applicant would like to replace or repair the existing windows in order to improve the thermal efficiency of the windows, as well as to repair existing frames that have become worn and deteriorated due to use and weather. The applicant would also like to replace or repair the ends of existing vigas on the front exterior wall of the structure and add vigas to places where they appear to be missing. The applicant will then repair and repaint any stucco that has been damaged. This will be painted to match the remainder of the existing stucco.

The structure is in the Historic Register (see attached) and appears to have been built in the 1850's and used to house elements of the Mexican army and their horses. According to the Register, it is considered historically and architecturally significant to the Town, and has National historic significance. It is also one of the oldest structures in Mesilla. There appear to have been some changes to the structure over the years, including closing off a door that appears to have been at the front of the structure (see attached photo showing where the door appears to have been). Several windows and a door have been replaced. However, the structure does not appear to have been substantially modified since the inventory was taken, and many of the existing features appear to be original. The proposed windows will need to maintain the historical character of the structure. Additionally, if the proposed work is done in conformance with the recommendations of the Secretary of the Interior (see attached, especially with respect to windows), there should be no changes to the historical character of the structure or property. (The applicant was given a copy of the guidelines and told that the PZHAC would be using these to determine if the proposed repairs will be acceptable from a Historic Preservation point of view.)

The zoning of the property containing the dwelling was changed last month from Historic Commercial (HC) to Historic residential (HR). For most of the last century, the structure was used as both a residence and a commercial structure used for primarily retail purposes (grocery store, gift shop, and offices) and as a post office. Prior to that, the structure was used originally as a barracks for the Mexican army (1840's to 1850's) and as a private residence after that.

According to Lynette Pollari, Historical Architect for the NM SHPO (contacted 5/23/18 with respect to the zone change of the property from HC to HR), the use of the structure as a residential structure is more in line with the original historical use of the structure as a barracks. Since the proposed work is to enhance the use of the structure for residential use, the purpose of the work is not out of character with the original historical use of the structure.

The PZHAC will need to determine that the proposed repairs will not result in any changes to the structure that will affect its Historical character, and that the proposed repairs will be consistent with the following sections of the Code:

Chapter 18.35 HR – Historical Residential Zone

The repairs could be compatible with the HR zoning of the property if there are no changes to the wood work is finished in the same style as the original woodwork, or it is repaired in place.

Chapter 18.33 – Historic Preservation

18.33.040 Declaration of purpose and statement of public policy.

A. The board of trustees declares that the historical heritage of Mesilla and its historic buildings and its historic districts are among its most valued and important assets. The board finds that some buildings having historical, architectural, aesthetic and cultural value have been neglected, altered or destroyed notwithstanding the feasibility of preserving and continuing the use of such buildings and without adequate consideration of the irreplaceable loss to the public and the town. The board finds that the historic character of Mesilla is of vital importance in maintaining the economy of the town and that its historic landmarks and the buildings in its historic district can be preserved, rehabilitated and used. The board finds that this chapter benefits all the residents of Mesilla and all the owners of property.

B. The board of trustees declares as a matter of public policy that the preservation, protection and use of historic landmarks and buildings in the historic districts are a public necessity because they have a special character or a special historic, architectural, aesthetic or cultural value and thus serve as visible reminders of the history and heritage of this town, state and nation. The board declares as a matter of public policy that this chapter is required in the interest of the health, safety, welfare and economic well-being of the public. The board declares as a matter of

public policy that the identification and designation of historic landmarks and historic districts and the approval or disapproval of exterior changes to designated property or their demolition or relocation or new construction on the site are stated to be a public purpose. [Ord. 2011-03]

Since this is a repair that will not change the use of the structure, and since the changes will need to address the guidelines set forth by the Secretary of the Interior for Historic structures as well as the requirements of Section 18.33 – Historic Preservation of the Code, the PZHAC will need to determine that the proposed work will meet these requirements. Also, the proposed work will need to meet the requirements of the Building code where applicable.

The applicant and/or 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 SUBJECT STRUCTURE FROM CALLE DE PARIAN (STREET SIDE)



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search

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: 2331 CALLE DE
PARIAN

Acres: 0.2



PHOTOS OF SUBJECT STRUCTURE FROM CALLE DE PARIAN (STREET SIDE)



PHOTOS OF SUBJECT STRUCTURE FROM CALLE DE PARIAN (STREET SIDE)





VIEWS OF WEST SIDE OF STRUCTURE



VIEW OF WINDOWS ON WEST SIDE OF STRUCTURE



VIEW OF WINDOWS ON SOUTH SIDE OF STRUCTURE



SOUTH SIDE OF STRUCTURE SHOWING GARAGE CONVERSION



PHOTOS OF THE COURTYARD AT THE REAR OF THE DWELLING (SOUTH SIDE)



VIEW OF EAST SIDE OF PROPERTY

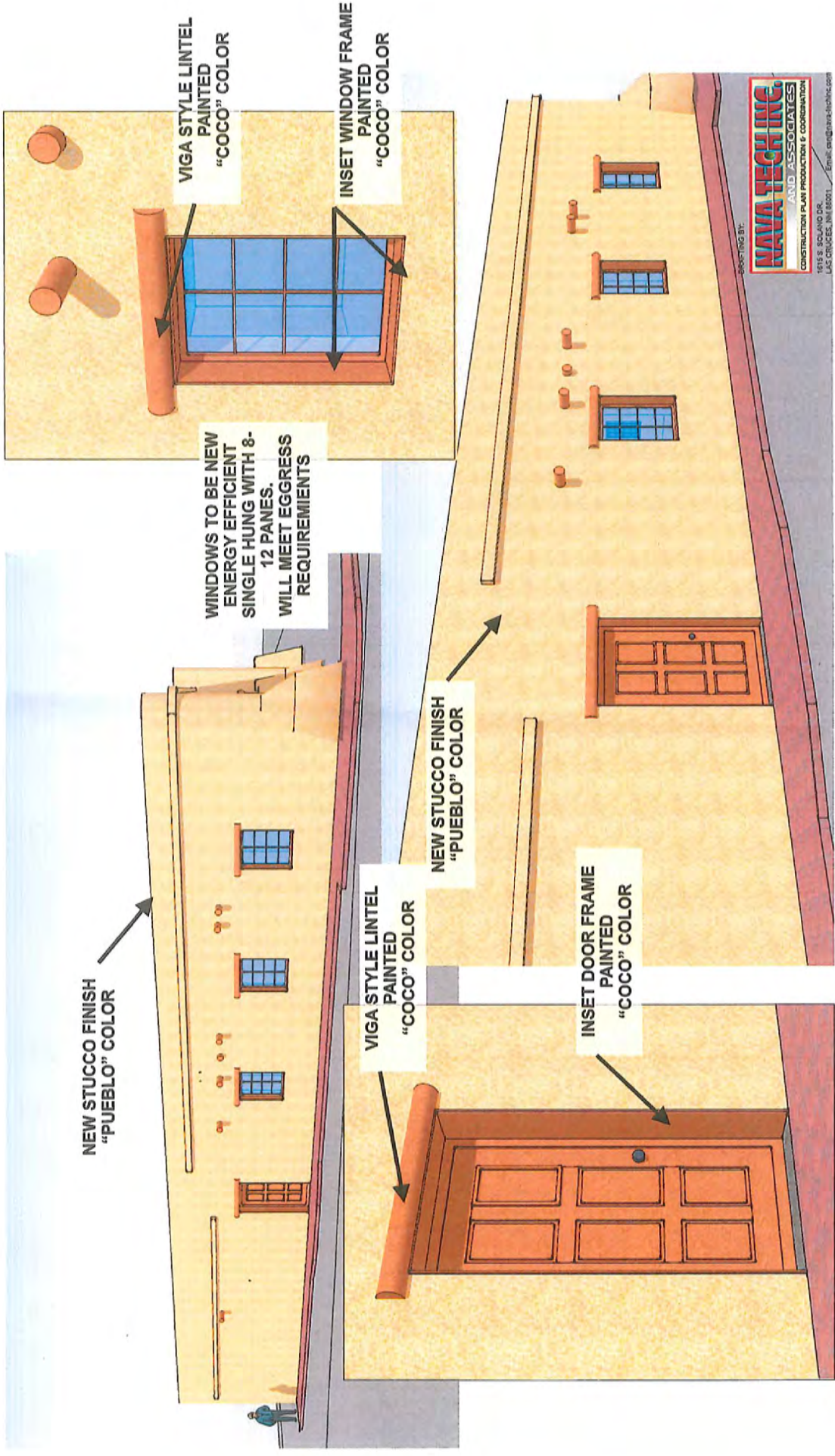


VIEW OF NEIGHBORING PROPERTY TO THE EAST



CASA DE SANCHEZ

1331 CALLE de PARIAN



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

SHEET? NO

BY: MRT

CHECK DATE: 4. DATE 5. BY

COMPUTER DATE: 6. DATE 7. BY

FILE DATE: 8. DATE 9. BY

REVISION DATE: 10. DATE 11. BY

FIELD MAP: 13. FIELD MAP 14. NUMBER

UTM REFERENCE NUMBER: 15. UTM REFERENCE NUMBER

ZONE EASTING NORTHING: 13 324857 3571950

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

LAND GRANT OR RESERVATION: 19. LAND GRANT OR RESERVATION

ID #: 20. I.D. # 18320201

ROLL #: 22. ROLL # 91 30

LOCATION OF NEG.: 24. LOCATION OF NEG.



AL DESCRIPTION: TOWNSHIP NS RANGE EW SECTION 1/4 1/4 1/4

ARCHITECTURAL STYLE: 26. NUMBER OF STORIES

ecclesiastical one

FOUNDATION MATERIAL(S): Mesilla 80040

EXTERIOR WALL SURFACE(S): textured brown stucco

4-000-137-219-509

ORIENTATION (TYPE, DIVISIONS, SURROUNDS/SILLS/ARRANGEMENTS):

6 thru, wood sashes, wood surrounds with pediment

wood casement windows - 1 lite per each casement

DOOR/ENTRANCE (TYPE/SURROUNDS): large wood door with large lites, no surrounds

DETAILED DESCRIPTION(S) (NUMBER/SHAPE/MATERIAL DETAILS): Flat with high level parapet

WINDOW(S) (NUMBER/EXTERIOR-INTERIOR/MATERIALS): none observed

EXTERIOR DETAILS: Nipas protruding on facade. Massive rounded buttresses in knee NW and or SW. Residence adjacent to store in back. Building is H shaped. Been in the Fritzel family since at least 1800's.

COMMENTS: This building dates to the 1850's, when Mexican soldiers were garrisoned historically and architecturally this is one of the most significant buildings in town.

DATE OF CONSTRUCTION: DATED 1850 36. ACTUAL DATE OF DATE

ARCHITECT/ENGINEER/BUILDER

SOURCE OF INFORMATION

PRESENT USE: store/residence

HISTORIC: " " / troop's garrison

CONDITION: GOOD FAIR DETERIORATED

DEGREE OF REMODELING: MODERATE MAJOR

45. IMMEDIATE SURROUNDINGS: school/commercial/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

cont.

- 199 be used as the Fountain residence. The northeast portion of the block suffered a fire in the early 1900's, and as a result, a store was built with a Mission parapet brick facade. The Mission parapets of the northwest portion of the block were added at this time also. Portales protect portions of the north and west sides, having been built recently in a contributing style. Windows range from wood frame, to metal casement to glass block. (S)
- 200 This is a long, low line of adjacent adobe rooms fronting the street. At one time this structure made up portions of residences behind the stores that front the plaza. Now this building is being used as gift shops. This is a stuccoed adobe building with a flat roof, parapet, wood frame windows with varying numbers of lites and numerous wood doors, all fairly recent. Viga ends are visible, showing the level of low ceiling; rough timbered lintels are evident. A porch spans the facade of the building and is made from vigas and latillas. est. 1850's. (S)
- 201 Mexican soldiers are said to have been garrisoned in this building, thus making it one of the oldest buildings in town, dating from the early 1850's. The Frieze family has been operating a store with an adjacent residence in this building for a number of generations. This stuccoed adobe building is in the shape of a "U" with a patio between the two back wings. It fronts the street; has a flat roof, parapet, viga ends visible on the facade, and massive rounded buttress on the northwest corner. est. 1850. (S)
- 202 The post office building is of stuccoed adobe, has a squared floor plan and a flat roof with stepped parapet. It has just recently undergone an addition that fits well with the rest of the building and contributes to the character of the district. est. 1950. (N)
- 203 This Territorial Style building has recently had rooms added that fit extremely well with the style of the original building. This residence is a stuccoed adobe with a flat roof, lipped parapet, and windows with wood surrounds and pedimented lintels. est. 1880. (S)
- 204 "Guerra's Blacksmith Shop" was built in about 1930 by Simon Guerra, a blacksmith and judge of Mesilla. The building is a small rectangular-plan, has adobe walls which are unplastered, and a flat roof with stepped parapet. There is a large corrugated tin slide door on the facade. The building sits cattie corner to the intersection. (S)
- 205 This is a small, square-plan stuccoed house with a low gabled roof and metal casement windows. est. 1955. (N)

Technical Preservation Services

Standards

[< HOME >](#)[Standards
Guidelines](#)[Masonry
Wood
Metals](#)[Roofs
Windows
Entrances/Porches
Storefronts](#)[Structural Systems
Spaces/Features/Finishes
Mechanical Systems](#)[Site
Setting](#)[Energy
New Additions
Accessibility
Health/Safety](#)

The Secretary of the Interior's Standards for Rehabilitation

Introduction to the Standards

The Secretary of the Interior is responsible for establishing standards for all programs under Departmental authority and for advising Federal agencies on the preservation of historic properties listed in or eligible for listing in the National Register of Historic Places.

The Standards for Rehabilitation (codified in 36 CFR 67 for use in the Federal Historic Preservation Tax Incentives program) address the most prevalent treatment. "Rehabilitation" is defined as "the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values."



Credits

"Rehabilitation" is defined as "the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values."

Initially developed by the Secretary of the Interior to determine the appropriateness of proposed project work on registered properties within the Historic Preservation Fund grant-in-aid program, the **Standards for Rehabilitation** have been widely used over the years--particularly to determine if a rehabilitation qualifies as a Certified Rehabilitation for Federal tax purposes. In addition, the Standards have guided Federal agencies in carrying out their historic preservation responsibilities for properties in Federal ownership or control; and State and local officials in reviewing both Federal and nonfederal rehabilitation proposals. They have also been adopted by historic district and planning commissions across the country.

The intent of the Standards is to assist the long-term preservation of a property's significance through the preservation of historic materials and features. The Standards pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and interior of the buildings. They also encompass related landscape features and the building's site and environment, as well as attached, adjacent, or related new construction. To be certified for Federal tax purposes, a rehabilitation project must be determined by the Secretary to be consistent with the historic character of the structure(s), and where applicable, the district in which it is located.

As stated in the definition, the treatment "rehabilitation" assumes that at least some repair or alteration of the historic building will be needed in order to provide for an efficient contemporary use; however, these repairs and alterations must

not damage or destroy materials, features or finishes that are important in defining the building's historic character. For example, certain treatments--if improperly applied--may cause or accelerate physical deterioration of the historic building. This can include using improper repointing or exterior masonry cleaning techniques, or introducing insulation that damages historic fabric. In almost all of these situations, use of these materials and treatments will result in a project that does not meet the Standards. Similarly, exterior additions that duplicate the form, material, and detailing of the structure to the extent that they compromise the historic character of the structure will fail to meet the Standards.



The Secretary of the Interior's Standards for Rehabilitation

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.



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Technical Preservation Services

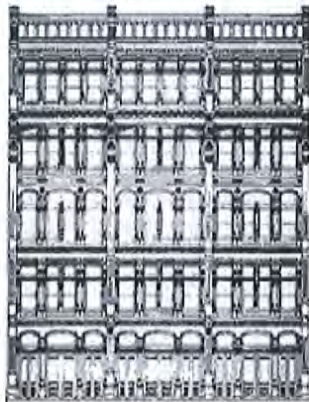
Guidelines

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Guidelines for Rehabilitating Historic Buildings

Introduction to the Guidelines



The **Guidelines for Rehabilitating Historic Buildings** were initially developed in 1977 to help property owners, developers, and Federal managers apply the Secretary of the Interior's **Standards for Rehabilitation** during the project planning stage by providing general design and technical recommendations. Unlike the Standards, the Guidelines are not codified as program requirements.

Together with the Standards for Rehabilitation they provide a model process for owners, developers, and Federal agency managers to follow.

The Guidelines are intended to assist in applying the Standards to projects generally; consequently, they are not meant to give case-specific advice or address exceptions or rare instances. For example, they cannot tell owners or developers which features of their own historic building are important in defining the historic character and must be preserved--although examples are provided in each section--or which features could be altered, if necessary, for the new use. This kind of careful case-by-case decision-making is best accomplished by seeking assistance from qualified historic preservation professionals in the planning stage of the project. Such professionals include architects, architectural historians, historians, archeologists, and others who are skilled in the preservation, rehabilitation, and restoration of the historic properties.

The Guidelines pertain to historic buildings of all sizes, materials, occupancy, and construction types; and apply to interior and exterior work as well as new exterior additions. Those approaches, treatments, and techniques that are consistent with the Secretary of the Interior's "Standards for Rehabilitation" are listed in **bold-face type** under the "

Recommended" section in each topic area; those approaches, treatments, and techniques which could adversely affect a building's historic character are listed in the "**Not Recommended**" section in each topic area.

To provide clear and consistent guidance for owners, developers, and Federal agency managers to follow, the "Recommended" courses of action in each section are listed in order of historic preservation concerns so that a rehabilitation project may be successfully planned and completed--one that, first, assures the preservation of a building's important or "character-defining" architectural materials and features and, second, makes possible an efficient contemporary use. Rehabilitation guidance in each section begins with protection and maintenance, that work which should be maximized in every project to

Those approaches, treatments, and techniques that are consistent with the Secretary of the Interior's Standards for Rehabilitation are listed under the "**Recommended**" section in each topic area

enhance overall preservation goals. Next, where some deterioration is present, repair of the building's historic materials and features is recommended. Finally, when deterioration is so extensive that repair is not possible, the most problematic area of work is considered: replacement of historic materials and features with new materials.

To further guide the owner and developer in planning a successful rehabilitation project, those complex design issues dealing with new use requirements such as alterations and additions are highlighted at the end of each section to underscore the need for particular sensitivity in these areas.

How to Use The Guidelines



Identify, Retain, and Preserve

The guidance that is basic to the treatment of all historic buildings--*identifying, retaining, and preserving* the form and detailing of those architectural materials and features that are important in defining the historic character--is always listed first in the "Recommended" area. The parallel "Not Recommended" area lists the types of actions that are most apt to cause the

diminution or even loss of the buildings's historic character. It should be remembered, however, that such loss of character is just as often caused by the cumulative effect of a series of actions that would seem to be minor interventions. Thus, the guidance in *all* of the "Not Recommended" areas must be viewed in that larger context, e.g., for the total impact on a historic building.

The parallel "Not Recommended" area lists the types of actions that are most apt to cause the diminution or even loss of the buildings's historic character.

Protect and Maintain

After identifying those materials and features that are important and must be retained in the process of rehabilitation work, then *protecting and maintaining* them are addressed. Protection generally involves the least degree of intervention and is preparatory to other work. For example, protection includes the maintenance of historic material through treatments such as rust removal, caulking, limited paint removal, and re-application of protective coating; the cyclical cleaning of roof gutter systems; or installation of fencing, protective plywood, alarm systems and other temporary protective measures. Although a historic building will usually require more extensive work, an overall evaluation of its physical condition should always begin at this level.

Repair

Next, when the physical condition of character-defining materials and features warrants additional work *repairing* is recommended. Guidance for the repair of historic materials such as masonry, wood, and architectural metals again begins with the least degree of intervention possible such as patching, piecing-in, splicing, consolidating, or otherwise reinforcing or upgrading them according to recognized preservation methods. Repairing also includes the limited replacement in kind--or with compatible substitute material--of extensively deteriorated or missing parts of features when there are surviving prototypes (for example, brackets, dentils, steps, plaster, or portions of slate or tile roofing). Although using the same kind of material is always the preferred option, substitute material is acceptable if the form and design as well as the substitute

material itself convey the visual appearance of the remaining parts of the feature and finish.

Replace

Following repair in the hierarchy, guidance is provided for **replacing** an entire character-defining feature with new material because the level of deterioration or damage of materials precludes repair (for example, an exterior cornice; an interior staircase; or a complete porch or storefront). If the essential form and detailing are still evident so that the physical evidence can be used to re-establish the feature as an integral part of the rehabilitation project, then its

replacement is appropriate. Like the guidance for repair, the preferred option is always replacement of the entire feature in kind, that is, with the same material. Because this approach may not always be technically or economically feasible, provisions are made to consider the use of a compatible substitute material.

It should be noted that, while the National Park Service guidelines recommend the replacement of an entire character-defining feature under certain well-defined circumstances, they never recommend removal and replacement with new material of a feature that--although damaged or deteriorated--could reasonably be repaired and thus preserved.

GATE HINGES AND FASTS.

To Swing Both Ways, and Self-Shutting.



Design for Missing Historic Features

When an entire interior or exterior feature is missing (for example, an entrance, or cast iron facade; or a principal staircase), it no longer plays a role in physically defining the historic character of the building unless it can be accurately recovered in form and detailing through the process of carefully documenting the historical appearance. Where an important architectural feature is missing, its recovery is always recommended in the guidelines as the *first* or preferred,

GATE FASTENINGS



course of action. Thus, if adequate historical, pictorial, and physical documentation exists so that the feature may be accurately reproduced, and if it is desirable to re-establish the feature as part of the building's historical appearance, then designing and constructing a new feature based on such information is appropriate. However, a second acceptable option for the replacement feature is a new design that is compatible with the remaining character-defining features of the historic building.

The new design should always take into account the size, scale, and material of the historic building itself and, most importantly, should be clearly differentiated so that a false historical appearance is not created.

Alterations/Additions to Historic Buildings

Some exterior and interior alterations to historic building are generally needed to

assure its continued use, but it is most important that such alterations do not radically change, obscure, or destroy character-defining spaces, materials, features, or finishes.

Alterations may include providing additional parking space on an existing historic building site; cutting new entrances or windows on secondary elevations; inserting an additional floor; installing an entirely new mechanical system; or creating an atrium or light well. Alteration may also include the selective removal of buildings or other features of the environment or building site that are intrusive and therefore detract from the overall historic character.



The construction of an exterior addition to a historic building may seem to be essential for the new use, but it is emphasized in the guidelines that such new additions should be avoided, if possible, and considered only after it is determined that those needs cannot be met by altering secondary, i.e., non character-defining interior spaces. If, after a thorough evaluation of interior solutions, an exterior addition is still judged to be the only viable alternative, it should be designed and constructed to be clearly differentiated from the historic building and so that the character-defining features are not radically changed, obscured, damaged, or destroyed.

Additions to historic buildings are referenced within specific sections of the guidelines such as Site, Roof, Structural Systems, etc., but are also considered in more detail in a separate section, New Additions to Historic Buildings.

Energy Efficiency/Accessibility Considerations/Health and Safety Considerations

These sections of the rehabilitation guidance address work done to meet accessibility requirements and health and safety code requirements; or retrofitting measures to conserve energy. Although this work is quite often an important aspect of rehabilitation projects, it is usually not a part of the overall process of protecting or repairing character-defining features; rather, such work is assessed for its potential negative impact on the building's historic character. For this reason, particular care must be taken not to radically change, obscure, damage, or destroy character-defining materials or features in the process of rehabilitation work to meet code and energy requirements.



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Technical Preservation Services

Brick, Stone, Terra Cotta, Concrete, Adobe, Stucco and Mortar

Building Exterior **Masonry**

Identify | Protect | Repair | Replace | Missing Feature | Alterations/Additions

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The longevity and appearance of a masonry wall is dependent upon the size of the individual units and the mortar.

Stone is one of the more lasting of masonry building materials and has been used throughout the history of American building

construction. The kinds of stone most commonly encountered on historic buildings in the U.S. include various types of sandstone, limestone, marble, granite, slate and fieldstone. **Brick** varied considerably in size and quality. Before 1870, brick clays were pressed into molds and were often unevenly fired. The quality of brick depended on the type of clay available and the brick-making techniques; by the 1870s--with the perfection of an extrusion process--bricks became more uniform and durable. **Terra cotta** is also a kiln-dried clay product popular from the late 19th century until the 1930s. The development of the steel-frame office buildings in the early 20th century contributed to the widespread use of architectural terra cotta. **Adobe**, which consists of sun-dried earthen bricks, was one of the earliest permanent building materials used in the U.S., primarily in the Southwest where it is still popular.



1880s brick building with terra-cotta trim.

Mortar is used to bond together masonry units. Historic mortar was generally quite soft, consisting primarily of lime and sand with other additives. After 1880, portland cement was usually added resulting in a more rigid and non-absorbing mortar. Like historic mortar, early **stucco** coatings were also heavily lime-based, increasing in hardness with the addition of portland cement in the late 19th century. **Concrete** has a long history, being variously made of tabby, volcanic ash and, later, of natural hydraulic cements, before the introduction of portland cement in the 1870s. Since then, concrete has also been used in its precast form.

While masonry is among the most durable of historic building materials, it is also very susceptible to damage by improper maintenance or repair techniques and harsh or abrasive cleaning methods.

Masonry

....Identify, retain, and preserve

recommended.....

Identifying, retaining, and preserving masonry features that are important in defining the overall historic character



Materials and craftsmanship illustrated in stone wall.

of the building such as walls, brackets, railings, cornices, window architraves, door pediments, steps, and columns; and details such as tooling and bonding patterns, coatings, and color.

not recommended.....

Removing or radically changing masonry features which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

Replacing or rebuilding a major portion of exterior masonry walls that could be repaired so that, as a result, the building is no longer historic and is essentially new construction.

Applying paint or other coatings such as stucco to masonry that has been historically unpainted or uncoated to create a new appearance.

Removing paint from historically painted masonry.

Radically changing the type of paint or coating or its color.

Masonry

....Protect and Maintain



recommended.....



Chemical cleaning to remove dirt from granite.

Protecting and maintaining masonry by providing proper drainage so that water does not stand on flat, horizontal surfaces or accumulate in curved decorative features.

Cleaning masonry only when necessary to halt deterioration or remove heavy soiling.

Carrying out masonry surface cleaning tests after it has been determined that such cleaning is appropriate. Tests should be observed over a sufficient period of time so that both the immediate and the long range effects are known to enable selection of the gentlest method possible.

Cleaning masonry surfaces with the gentlest method possible, such as low pressure water and detergents, using natural bristle brushes.

Inspecting painted masonry surfaces to determine whether repainting is necessary.

Removing damaged or deteriorated paint only to the next sound layer using the gentlest method possible (e.g., handscraping) prior to repainting.

Applying compatible paint coating systems following proper surface preparation.

Repainting with colors that are historically appropriate to the building and district.

Evaluating the overall condition of the masonry to determine whether more than protection and maintenance are required, that is, if repairs to the masonry features will be necessary.



Removing felt-tipped marker graffiti with poultice.

not recommended....

Failing to evaluate and treat the various causes of mortar joint deterioration such as leaking roofs or gutters, differential settlement of the building, capillary action, or extreme weather exposure.

Cleaning masonry surfaces when they are not heavily soiled to create a new appearance, thus needlessly introducing chemicals or moisture into historic materials.

Cleaning masonry surfaces without testing or without sufficient time for the testing results to be of value.



Historic brick damaged by sandblasting.

Sandblasting brick or stone surfaces using dry or wet grit or other abrasives. These methods of cleaning permanently erode the surface of the material and accelerate deterioration.

Using a cleaning method that involves water or liquid chemical solutions when there is any possibility of freezing temperatures.

Cleaning with chemical products that will damage masonry, such as using acid on limestone or marble, or leaving chemicals on masonry surfaces.

Applying high pressure water cleaning methods that will damage historic masonry and the mortar joints.

Removing paint that is firmly adhering to, and thus protecting, masonry surfaces.

Using methods of removing paint which are destructive to masonry, such as sandblasting, application of caustic solutions, or high pressure waterblasting.

Failing to follow manufacturers' product and application instructions when repainting masonry.

Using new paint colors that are inappropriate to the historic building and district.

Failing to undertake adequate measures to assure the protection of masonry features.

Masonry

....Repair

recommended.....

Repairing masonry walls and other masonry features by repointing the mortar joints where there is evidence of deterioration such as disintegrating mortar, cracks in mortar joints, loose bricks, damp walls, or damaged plasterwork.

Removing deteriorated mortar by carefully hand-raking the joints to avoid damaging the masonry.

Duplicating old mortar in strength, composition, color, and texture.

Duplicating old mortar joints in width and in joint profile.

Repairing stucco by removing the damaged material and patching with new stucco that duplicates the old in strength, composition, color, and texture.

Using mud plaster as a surface coating over unfired, unstabilized adobe because the mud plaster will bond to the adobe.

Cutting damaged concrete back to remove the source of deterioration (often corrosion on metal reinforcement bars). The new patch must be applied carefully so it will bond satisfactorily with, and match, the historic concrete.



Preparation for stucco repair.



Replacement stones tooled to

Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. Repair may also include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of masonry features when there are surviving prototypes such as terra-cotta brackets or stone balusters.

match original.

Applying new or non-historic surface treatments such as water-repellent coatings to masonry only after repointing and only if masonry repairs have failed to arrest water penetration problems.

not recommended....

Removing nondeteriorated mortar from sound joints, then repointing the entire building to achieve a uniform appearance.



Loss of the historic character due to insensitive repointing.

Using electric saws and hammers rather than hand tools to remove deteriorated mortar from joints prior to repointing.

Repointing with mortar of high portland cement content (unless it is the content of the historic mortar). This can often create a bond that is stronger than the historic material and can cause damage as a result of the differing coefficient of expansion and the differing porosity of the material and the mortar.

Repointing with a synthetic caulking compound.

Using a "scrub" coating technique to repoint instead of traditional repointing methods.

Changing the width or joint profile when repointing.

Removing sound stucco; or repairing with new stucco that is stronger than the historic material or does not convey the same visual appearance.

Applying cement stucco to unfired, unstabilized adobe. Because the cement stucco will not bond properly, moisture can become entrapped between materials, resulting in accelerated deterioration of the adobe.

Patching concrete without removing the source of deterioration.

Replacing an entire masonry feature such as a cornice or balustrade when repair of the masonry and limited replacement of deteriorated or missing parts are appropriate.

Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the masonry feature or that is physically or chemically incompatible.

Applying waterproof, water repellent, or non-historic coatings such as stucco to masonry as a substitute for repointing and masonry repairs. Coatings are frequently unnecessary, expensive, and may change the appearance of historic masonry as well as accelerate its deterioration.

Masonry

....Replace



recommended.....

Replacing in kind an entire masonry feature that is too deteriorated to repair--if the overall form and detailing are still evident--using the physical evidence as a model to reproduce the feature. Examples can include large sections of a wall, a cornice, balustrade, column, or stairway. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.

not recommended.....

Removing a masonry feature that is unrepairable and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.

Design for Missing Historic Features

The following work is highlighted to indicate that it represents the particularly complex technical or design aspects of rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

recommended.....

Designing and installing a new masonry feature such as steps or a door pediment when the historic feature is completely missing. It may be an accurate restoration using historical, pictorial, and physical documentation; or be a new design that is compatible with the size, scale, material, and color of the historic building.

not recommended.....

Creating a false historical appearance because the replaced masonry feature is based on insufficient historical, pictorial, and physical documentation.

Introducing a new masonry feature that is incompatible in size, scale, material and color.



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Technical Preservation Services

Building Exterior **Windows**

Identify | Protect | Repair | Replace | Missing Feature | Alterations/Additions

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Technology and prevailing architectural styles have shaped the history of windows in the United States starting in the 17th century with wooden casement windows with tiny glass panes seated in lead cames. From the transitional single-hung sash in the early 1700s to the true double-hung sash later in the same century, these early wooden windows were characterized by the small panes, wide muntins, and the way in which decorative trim was used on both the exterior and interior of the window.



Distinctive window design on 19th century building.

As the sash thickness increased by the turn of the century, muntins took on a thinner appearance as they narrowed in width but increased in thickness according to the size of the window and design practices. Regional traditions continued to have an impact on the prevailing window design such as with the long-term use of "french windows" in areas of the deep South.

Changes in technology led to the possibility of larger glass panes so that by the mid-19th century, two-over-two lights were common; the manufacturing of plate glass in the United States allowed for dramatic use of large sheets of glass in commercial and office buildings by the late 19th century. With mass-produced windows, mail order distribution, and changing architectural styles, it was possible to obtain a wide range of window designs and light patterns in sash.

Popular versions of Arts and Crafts houses constructed in the early 20th century frequently utilized smaller lights in the upper sash set in groups or pairs and saw the re-emergence of casement windows. In the early 20th century, the desire for fireproof building construction in dense urban areas contributed to the growth of a thriving steel window industry along with a market for hollow metal and metal clad wooden windows

As one of the few parts of a building serving as both an interior and exterior feature, windows are nearly always an important part of the historic character of a building. In most buildings, windows also comprise a considerable amount of the historic fabric of the wall plane and thus are deserving of special consideration in a rehabilitation project.



Delicate muntins and multi-pane sash on early 19th c. row houses.

Windows**Identify, retain, and preserve****recommended.....**

Window condition assessment preceding repair work.

Identifying, retaining, and preserving windows--and their functional and decorative features--that are important in defining the overall historic character of the building.

Such features can include frames, sash, muntins, glazing, sills, heads, hoodmolds, panelled or decorated jambs and moldings, and interior and exterior shutters and blinds.

Conducting an indepth survey of the conditions of existing windows early in rehabilitation planning so that repair and upgrading methods and possible replacement options can be fully explored.

not recommended.....

Removing or radically changing windows which are important in defining the historic character of the building so that, as a result, the character is diminished.

Changing the number, location, size or glazing pattern of windows, through cutting new openings, blocking-in windows, and installing replacement sash that do not fit the historic window opening.

Changing the historic appearance of windows through the use of inappropriate designs, materials, finishes, or colors which noticeably change the sash, depth of reveal, and muntin configuration; the reflectivity and color of the glazing; or the appearance of the frame.

Obscuring historic window trim with metal or other material.

Stripping windows of historic material such as wood, cast iron, and bronze.

Replacing windows solely because of peeling paint, broken glass, stuck sash, and high air infiltration. These conditions, in themselves, are no indication that windows are beyond repair.

Windows**Protect and Maintain****recommended.....**

Protecting and maintaining the wood and architectural metal which comprise the window frame, sash, muntins, and surrounds through appropriate surface treatments such as cleaning, rust removal,

limited paint removal, and re-application of protective coating systems.

Making windows weathertight by re-caulking and replacing or installing weatherstripping. These actions also improve thermal efficiency.

Evaluating the overall condition of materials to determine whether more than protection and maintenance are required, i.e. if repairs to windows and window features will be required.



Newly painted double-hung wood windows.

not recommended.....

Failing to provide adequate protection of materials on a cyclical basis so that deterioration of the window results.

Retrofitting or replacing windows rather than maintaining the sash, frame, and glazing.

Failing to undertake adequate measures to assure the protection of historic windows.

Windows

.....Repair



recommended.....

Repairing window frames and sash by patching, splicing, consolidating or otherwise reinforcing.



Preparing historic steel windows for repairs and re-finishing.

Such repair may also include replacement in kind--or with compatible substitute material--of those parts that are either extensively deteriorated or are missing when there are surviving prototypes such as architraves, hoodmolds, sash, sills, and interior or exterior shutters and blinds.

not recommended.....

Replacing an entire window when repair of materials and limited replacement of deteriorated or missing parts are appropriate.

Failing to reuse serviceable window hardware such as brass sash lifts and sash locks.

Using substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the window or that is physically or chemically incompatible.

Windows

....Replace

recommended.....

Replacing in kind an entire window that is too deteriorated to repair using the same sash and pane configuration and other design details. If using the same kind of material is not technically or economically feasible when replacing windows deteriorated beyond repair, then a compatible substitute material may be considered.



Deteriorated lower window sash shown prior to its replacement in kind.



Lower window sash replaced, based on physical documentation.

For example, on certain types of large buildings, particularly high-rises, aluminum windows may be a suitable replacement for historic wooden sash provided wooden replacement are not practical and the design detail of the historic windows can be matched.

Historic color duplication, custom contour panning, incorporation of either an integral muntin or 5/8" deep trapezoidal exterior muntin grids, where applicable, retention of the same glass to frame ratio, matching of the historic reveal, and duplication of the frame width, depth, and such existing decorative details as arched tops should all be components in aluminum replacements for use on historic buildings.

not recommended.....

Removing a character-defining window that is unrepairable and blocking it in; or replacing it with a new window that does not convey the same visual appearance.

Design for Missing Historic Features

The following work is highlighted to indicate that it represents the particularly complex technical or design aspects of rehabilitation projects and should only be considered after the preservation concerns listed above have been

addressed.

recommended.....

Designing and installing new windows when the historic windows (frames, sash and glazing) are completely missing. The replacement windows may be an accurate restoration using historical, pictorial, and physical documentation; or be a new design that is compatible with the window openings and the historic character of the building.

not recommended.....

Creating a false historical appearance because the replaced window is based on insufficient historical, pictorial, and physical documentation.

Introducing a new design that is incompatible with the historic character of the building.

Alterations/Additions for the New Use

The following work is highlighted to indicate that it represents the particularly complex technical or design aspects of rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

recommended.....

Designing and installing additional windows on rear or other-non character-defining elevations if required by the new use. New window openings may also be cut into exposed party walls. Such design should be compatible with the overall design of the building, but not duplicate the fenestration pattern and detailing of a character-defining elevation.

Providing a setback in the design of dropped ceilings when they are required for the new use to allow for the full height of the window openings.

not recommended.....



Incompatible new window (lower right), resulting in loss of the building's historic character.

Installing new windows, including frames, sash, and muntin configuration that are incompatible with the building's historic appearance or obscure, damage, or destroy character-defining features.

Inserting new floors or furred-down ceilings which cut across the glazed areas of windows so that the exterior form and appearance of the windows are changed.

and continue to perform as intended.

and continue to perform as intended.

Windows

Recommended

Maintaining windows on a regular basis to ensure that they function properly and are completely operable.

Retaining and repairing historic windows when deteriorated.

Weather stripping and caulking historic windows, when appropriate, to make them weather tight.

Installing interior or exterior storm windows or panels that are compatible with existing historic windows.

Installing compatible and energy-efficient replacement windows that match the appearance, size, design, proportion and profile of the existing historic windows and that are also durable, repairable and recyclable, when existing windows are too deteriorated to repair.

Replacing missing windows with new, energy-efficient windows that are appropriate to the style of historic building and that are also durable, repairable and recyclable.

Retrofitting historic windows with high-performance glazing

Not Recommended

Neglecting to maintain historic windows and allowing them to deteriorate beyond repair with the result that they must be replaced.

Removing repairable historic windows and replacing them with new windows for perceived improvement in energy performance.

Replacing repairable historic windows with new insulated windows.

Installing incompatible or inefficient replacement window units that are not durable, recyclable or repairable when existing windows are deteriorated beyond repair or missing.

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

OFFICIAL USE ONLY:

Case # 060738

Fee \$ 150.00

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

CASE NO. 060738 ZONE: HR CODE: 41 APPLICATION DATE: 6/8/18

ERIC AND TERESA SANCHEZ 575 650-7963
 Name of Applicant/Owner 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

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

575 650-7963 60731
 Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: 2231 CALLE DE PARTIAN

Description of Proposed Work: WINDOWS - DOOR - LEATERS - VIEBAS - STUCCO - FOUNTAIN

\$ 150 Eric & Teresa Sanchez 6/9/18
 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 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: NO STRUCTURAL WORK PROPOSED. PZHAC REVIEW NOT FINAL APPROVAL REQUIRED. CID PERMIT MAY BE REQUIRED. Ze

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
JUNE 18, 2018
ITEM 3**

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

The purpose of this request is to allow the applicant to complete work on an existing accessory structure that will be used as a storage building. This structure has been on the property for years and was used for a variety of uses, including storage, and as an accessory dwelling, according to the applicant. (Staff has not found any proof at this time that the structure was actually legally converted to an accessory dwelling in the past.)

Remodeling of the structure to a 1200 square foot “guest house” was requested by the applicant in 2006 (Case 2006-147). The BOT discussed the use of the dwelling as a residence for the applicant, but according to the Code (as quoted by the BOT at the time - see attached excerpt from the August 21, 2006 BOT minutes) it could not be rented. The main structure could be used as a rental, however. A decision on the application was postponed by BOT. Staff has not found any proof that the request was actually approved or that the structure was legally converted to an accessory dwelling.

The property was also the subject of a request for a Special Use Permit for an Assisted Living Operation in 2012 (Case 012129). This case was approved by the BOT on January 28, 2013, but was not pursued.

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

A 1200 square foot storage structure is allowed on the property, and this structure has existed here for years. The structure originally had a fairly flat roof. The applicant is converting the roof to a pitched roof. Since one side of the structure is located on the property line, and since the roof will now be pitched with a good portion of run-off being directed to the neighboring property to the north, a gutter along this side of the structure should be required to redirect run-off back onto the applicant’s property. The wall along the property line will also need to meet building code requirements for a zero lot-line structure. Additionally, the restroom facility currently installed in the structure should be allowed to remain, since restrooms in storage structures and garages are not uncommon, provided that there are no other fixtures (kitchen plumbing or electrical stub-outs, laundry facilities, etc.) in the structure that would result in it being able to be used as a dwelling.

Also, the proposed carport at the east end of the structure is a feature that could be allowed on a storage structure. The applicant has been informed that any use of the structure as a dwelling will need to meet all requirements of the Code that might exist at the time a conversion is requested.

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

Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search

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: 1.1



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



1 **EXCERPTS FROM THE AUGUST 14, 2006 BOT MEETING MINUTES**

2
3 **BOARD OF TRUSTEE**
4 **REGULAR MEETING**
5 **August 14, 2006**
6 **7:00PM**

7
8 **MAYOR:** Michael M. Cadena

9
10 **TRUSTEES:** Mayor Pro Tem Caro Trustee Barraza
11 Trustee Williamson Trustee Nelson

12
13 **STAFF:** Juan Fuentes, TC/T Rosanne Herrera, Secretary
14 Steve Decker, CDC Jeff Gray, Deputy
15 Arnie Castaneda, PWD Chad Zecha, Fire Chief
16 Susan Krueger, DTC

17
18 **PUBLIC:** Pat Taylor Steve Ramirez Tom Schuster
19 Harry Evans Eric Palma Bryce Jones
20 John Casal Eva Mendez Enrique Salas
21 Mary Feldblam Cathilia Flores Vicki Simons
22 Bobby Gutierrez Dean Cross Xavier Jurado
23 Arturo Jurado Richard Bombach John Sullivan

24
25 **PLEDGE OF ALLEGIANCE**

26 Mayor Cadena led the Pledge of Allegiance.

27
28 **ROLL CALL AND DETERMINATION OF A QUORUM**

29 Mayor Cadena called roll for a determination of a quorum. Those present at roll call were
30 Trustee Williamson, Trustee Barraza, Mayor Pro Tem Caro and Trustee Nelson.

31
32 **CHANGES TO THE AGENDA**

33 Motion: Trustee Barraza moved to accept the agenda.

34 Second: Mayor Pro Tem Caro

35
36 Vote: Motion passed unanimously.

37
38 **ACCEPTANCE OF THE CONSENT AGENDA**

39
40 Motion: Trustee Barraza moved to accept the consent agenda.

41 Second: Mayor Pro Tem Caro

42
43 Vote: Motion passed unanimously.

44
45 **MINUTES**

46 1. Regular Meeting July 24, 2006.

47 2. Special Meeting July 26, 2006.

48
49 **OPENING CEREMONY**

50
51 3. Presentation of Certificates of Valor.

1
2 Fire Chief Zecha stated he was presenting two awards for the Fire Dept and the Marshal's Dept.
3 He explained that on July 18, 2006 Officer Enrique Salas and the Mesilla Fire Dept were
4 dispatched to a man down behind Zia Middle School. Without concern for their own safety
5 Officer Salas and Firefighter Edward Vasquez jumped into the canal and pulled the victim out of
6 the water. The Mesilla Fire Dept and the Town of Mesilla acknowledged the bravery of these
7 two public safety representatives and their selfless act.

8
9 **CASES RECOMMENDED FOR APPROVAL BY THE PLANNING, ZONING AND**
10 **HISTORICAL APPROPRIATENESS COMMISSION (PZHAC):**

11 **4. Case: 2006-147, 3116 Avenida de Mesilla, Lana Properties, LLC, a building permit to**
12 **remodel an existing building. Zone: RA.**

13
14 Motion: Trustee Barraza moved to postpone Case 2006-147.
15 Second: Mayor Pro Tem Caro

16
17 Mr. Decker stated this was a permit to remodel an existing building on the property. The only
18 question the P&Z had were what the existing building looked like and the applicant was reminded
19 that the building was not to be rented. He received a letter from the applicant that he understands
20 this.

21
22 Mr. Dean Cross stated his intention was to remodel the side building and one of the applicants
23 would be living in that building. He stated that currently the main building was for rent as a
24 home. The small building that is being remodeled would not be rented.

25
26 Trustee Barraza asked if this was considered two separate units and if they needed two separate
27 meters.

28
29 Mr. Decker stated that applicant was not at the P&Z meeting and it was not known at the time of
30 approval that the main building would be rented. The applicant was notified that the buildings
31 cannot be rented without going through a special use permit. What was presented was that the
32 owners were going to live in the main building and the other building would be used for family
33 use. We can not stop anyone from renting their home, but now we have two living quarters on
34 that property. This can be done, but with a special use application.

35
36 Mr. Cross stated there are two couples that own the property and one couple's father would be
37 living there. He stated he was willing to have the two buildings metered separately.

38
39 Mr. Decker stated that according to the code family can live on the property.

40
41 Mayor Pro Tem Caro felt that the situation needed to be clarified before taking any action.

42
43 Mayor Cadena suggested the applicant discuss with Mr. Decker exactly what he wanted to do and
44 then Mr. Decker can make a recommendation. He suggested the applicant attend the P&Z
45 meeting.

46
47 Vote: Motion passed unanimously.

48
49 **OLD BUSINESS:**

50 **5. Adoption of a resolution granting a certificate of appropriateness to Ms. Mary Hagins**
51 **for property located at 2120 Calle de Picacho.**

TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060739

Fee \$ 171.00

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

CASE NO. 060739 ZONE: RA CODE: RC APPLICATION DATE: 6/5/11

LAMA Properties, LLC 575-527-2067
 Name of Applicant/Owner Applicant's Telephone Number

Norman Fristoe
780 S. Walnut LC NM 87001
 Applicant's/Owner's Mailing Address City State Zip Code

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

Sanders Construction
 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: 3116 Hwy 28

Description of Proposed Work: remodel

Estimated Cost: \$ 50,000

Norman Fristoe Signature of Applicant

6/5/2018 Date

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

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

FOR OFFICIAL USE ONLY

PZHAC Administrative Approval BOT Approved Date: _____
 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: STRUCTURE IS TO BE USED AS A GARAGE/STORAGE BUILDING ONLY
PZHAC REVIEW AND APPROVAL REQUIRED, CID PERMIT REQUIRED

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

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

PZHAC MEETING

MINUTES

JUNE 4, 2018

(PART OF CONSENT AGENDA)



Town of Mesilla, New Mexico

PZHAC WORK SESSION MINUTES JUNE 4, 2018

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD A WORK SESSION, MONDAY, JUNE 4, 2018 AT 5:30 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.

Item 1: Submitted by Luis H. Vigil; a request to discuss plans to construct an addition of a living room and a garage to a dwelling at 1365 Snow Road (Case 060728). Zoned: Rural Farm (RF)

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 this case was postponed from the last meeting due to the fact that the applicant was not available to answer a question about egress from a bedroom that will be affected by the additions. Staff also reiterated that the subject dwelling is located on about 1/3 of an acre of corner lot that is part of a five acre parcel containing a legal non-conforming casita. The parcel was cut off from the larger parcel by an EBID drain that was constructed in the 1980's or 90's. This lot is still part of the larger parcel, and this is the principal dwelling on the lot.

Discussion centered on the egress from the master bedroom, since the original egress to the outside is to be replaced by the proposed living room. The applicant explained that a window along a wall on the south side would still provide the required egress directly to the outside, and that this would satisfy the building code.

There was no further discussion.

Item 2: Submitted by Rocky Burke; a request to discuss plans to install a six foot high wood fence and gate across the front of two residential properties at and adjacent to 1988 Calle del Norte (Case 060734). 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 a wood fence of this type and height is allowed by the Code, but that the PZHAC would need to determine that it is appropriate for the area. Staff mentioned that the applicant had provided photos of similar fences in the Town, and that the properties around the subject property had a variety of fences and walls that have been allowed by the Town. The applicant also stated that he had met with the NM Department of Transportation (NMDOT) since Calle del Norte is a State road, and that the DOT approved the location of the fence with respect to the road. (Staff explained that the DOT approval was for the location of the fence and gate only, the DOT was not making a determination as to the appropriateness of the design for the area.)

The primary issue was the location of the gate to serve the two properties. There was concern that one property could be landlocked if the gate was entirely on one property and did not serve the other equally. There were no other issues.

Item 3: Submitted by Maria Rios; a request to discuss the construction of a freestanding carport on a residential property at 2472 Calle de Cura (Case 060736). Zoned: Historical Residential (HR)

The applicant was not present to discuss the case. There was no discussion of the case.

PZHAC REGULAR MEETING MINUTES JUNE 4, 2018

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD ITS REGULARLY SCHEDULED MEETING MONDAY, JUNE 4, 2018 AT 6:00 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL AND DETERMINATION OF A QUORUM

Commissioners Houston and Prieto were absent. All other commissioners were present. There was a quorum.

III. CHANGES/APPROVAL OF THE AGENDA

Staff recommended removal of Case 060736 since a discussion of the case had not taken place and the PZHAC was not ready to make a decision on the case. Commissioner Lucero made a motion to approve the Agenda as amended, seconded by Commissioner Nevarez, and approved by a vote of 3 – 0.

IV. *ACCEPTANCE OF THE CONSENT AGENDA

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

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

A. *PZHAC MINUTES – Meeting minutes of May 21, 2018.

Approved as part of the Consent Agenda.

B. *ADMINISTRATIVE APPROVAL

Building Permits

1. **Case 060730** – 2900 Suite A, Avenida de Mesilla, submitted by Jerry Grandle for “Spotted Dog Brewery”; a request for a building permit to allow foam insulation to be applied to a portion of a roof on the commercial structure at this address. Zoned: General Commercial (C).

Approved as part of the Consent Agenda.

2. **Case 060732** – 2685 Calle de Parian, submitted by Stephan McIlvaine; a request for a building permit to allow a rear fence to be relocated about 20’ to a rear property line, and for the removal of dead branches from trees at a residential property at this address. Zoned: Historic Residential (HR).

Approved as part of the Consent Agenda.

3. **Case 060733** – 2290 Calle de Parian, a request for a building permit to allow the repainting of window trim and installation of a glass panel over each window on a commercial structure at this address. Zoned: Historical Commercial (HC).

Approved as part of the Consent Agenda.

V. PZHAC NEW BUSINESS:

A. PUBLIC INPUT ON CASES

Susan Krueger, resident:

Case 060728 – Stated that only one primary dwelling is allowed on the property, not two. She also stated that the subject house should be considered the casita, and is legal non-conforming and cannot be expanded, since it came after the smaller house, which is larger than 600 square feet..

Case 060734 - Stated that there are many properties in the area that do not have walls, and that this should have been noted when staff was talking about walls in the area. Referring to the chain link fence between the applicant’s property and Andele’s restaurant, she said that the Town could have Mr. Binn’s (owner of the Andele’s property) remove the fence.

B. CASES:

Building Permits

1. **Case 060728** – 1365 Snow Road, submitted by Luis H. Vigil; a request to for a building permit to allow the addition of a living room and a garage to a dwelling at this address. Zoned: Rural Farm (RF). **(Discussed during Work Session – Item 1)**

Staff stated that this request had been discussed during the Work Session and provided a brief description of the discussion. Staff reiterated the fact that the property was considered by Staff to be one property with two dwellings, not two separate properties divided by the drain; and that the subject dwelling was considered the principal dwelling. The other dwelling on the property, which is 800 square feet in size, was allowed by the Town in 2012 to replace an 800 square foot adobe dwelling that had existed on the property. The new dwelling was considered to be the casita at the time. (Records show that the large dwelling existed prior to 2008.)

The only issue was the size of the existing window from the master bedroom to the outside, and whether this was large enough to meet the Code for egress windows. A motion was made by Commissioner Lucero to approve the request with the condition that the master bedroom egress be addressed and approved by CID as part of the plan approval process. This was seconded by Commissioner Nevarez, and the case was approved by a vote of 3 – 0.

2. **Case 060734** – 1988 Calle del Norte, submitted by Rocky Burke; a request for a building permit to install a six foot high wood fence and gate across the front of two properties at and adjacent to this address. Zoned: Historical Commercial (HC). **(Discussed during Work Session – Item 2)**

Staff stated that this request had been discussed during the Work Session and provided a brief description of the discussion. The only issue was the possibility of creating a landlocked parcel if the proposed gate only provided access to one parcel. A motion was made by Commissioner Nevarez to approve the request with the condition that the gate be located in such a way as to straddle the property line between the two parcels so that access would be provided to each parcel. This was seconded by Commissioner Lucero, and the case was approved by a vote of 3 – 0.

3. **Case 060736** – 2472 Calle de Cura, submitted by Maria Rios; a request for a building permit to allow a freestanding carport to be constructed on a residential property at this address. Zoned: Historical Residential (HR) **(Discussed during Work Session – Item 3)**
Removed from the agenda.

Business Registration

4. **Registration 0726** - 2350 Calle de Principal, submitted by Marianne Schweers for “Heart of the Desert Pistachios and Wines”; a request for a business registration to operate a retail store at this address. Zoned: Historical Commercial (HC)
Staff provided a brief description of the request, explaining that the business already exists on the Plaza, and that this a new location that the business will move to while the other location is being closed down. There were no issues. A motion was made by Commissioner Lucero to approve the request, seconded by Commissioner Nevarez, and approved by a vote of 3 – 0.

Sign Permits

5. **Permit 060735** – 1910 Calle de Parian, submitted by Leah Messina for “Sinuate Media”, a request for a sign permit to install a 13.5 square foot sign on a commercial structure at this address. Zoned: Historical Commercial (HC).
Staff provided a brief description of the request, explaining that the sign will be slightly smaller than the 15 square feet that the Code allows for the HC district, and that the sign will replace an existing wall sign for a previous business at this location. There were no issues. A motion was made by Commissioner Lucero to approve the request, seconded by Commissioner Nevarez, and approved by a vote of 3 – 0.

VI. PUBLIC COMMENTS - None

VII. PZHAC/STAFF COMMENTS - None

VIII. ADJOURNMENT

The meeting was adjourned @ 6:36 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 6/1/18 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.

PZHAC NEW BUSINESS

JUNE 18, 2018

PZHAC DECISIONS

BUILDING PERMITS

PZHAC ACTION FORM
BUILDING PERMIT 060736
[PZHAC REVIEW – 6/18/18]
STAFF ANALYSIS

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

Item:

Case 060736 – 2472 Calle de Cura, submitted by Maria Rios; a request for a building permit to allow a freestanding carport to be constructed on a residential property at this address. Zoned: Historical Residential (HR)

Staff Analysis:

The proposed work was discussed at today's work session in order to give the applicant a chance to explain how and why the carport was built without a permit, and to answer to any resulting questions. (Please refer to the information provided in the write-up for this item in the Work Session.)

If it is determined that the construction and/or style of the carport is architecturally appropriate or acceptable for the property as built, or if an alternate solution is arrived at, then the request can be approved 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 carport is not be architecturally appropriate or acceptable to 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: @ \$2,325.00

Consistency with the Code:

The PZHAC will need to determine that the proposed carport is consistent with the development of land in the HR zoning district. Additionally, the PZHAC will need to determine that the request meets all other development and application requirements of the Code.

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

Findings:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of constructing a carport in front of a dwelling on the property.
- The PZHAC has determined that the proposed carport meets all applicable Code requirements.

PZHAC ACTION:

TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060736

Fee \$ 160.00

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

CASE NO. HR 060736 ZONE: HR CODE: AD APPLICATION DATE: 05-25-18

Maria L. Rios
 Name of Applicant/Owner

(575) 993-0896
 Applicant's Telephone Number

Applicant's/Owner's Mailing Address City State Zip Code
2472 W Calle De Cura Mesilla N.M. 88046

Applicant's/Owner's E-mail Address
LUIS CALABRO

Contractor's Name & Address (If none, indicate Self)
575-650-7921

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

Address of Proposed Work: 2472 CALLE DE CURA

Description of Proposed Work: BUILD AN OPEN GARAGE AT THIS ADDRESS

\$ 2,325.00
 Estimated Cost

Maria L. Rios
 Signature of Applicant

05-25-18
 Date

Signature of property owner if applicant is not the property owner: Maria L. Rios

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 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 REQUEST CASE 060737
[PZHAC REVIEW – 6/18/2018]

Item:

Case 060737 - 1986 Calle de Cura, submitted by Dianne Moore; a request for a building permit to add a gate across a driveway, and replace an existing four foot high white picket fence with a six foot high white picket fence around a property at this address. Zoned: Historic Residential (HR).

Staff Analysis:

The applicant would like to increase the height of a four foot high white picket fence around the property at this address. This will be a replacement of the existing fence. The new fence will be almost exactly the same style and color of the existing fence, with the only differences being the height and the shape of the dog ears at the tops of the pickets. The fence will be installed on the property line in the same location as the existing fence. Since this is a corner property, the applicant will need to abide by the requirements for a clear-sight-triangle at this location, as per Section 18.60.340(D) and (G) of the Code.

A short section of fence, with no spacing between the slats, will be installed at a rear corner of the property along a block wall to add some privacy to the rear yard. The applicant will also add a gate across a driveway to the property.

The style of the fence will be almost identical to the fence it is replacing, and since the existing fence was approved for this property, the fence should be allowed by the Code for this property. Additionally, a six foot height across the front of the property is allowed by Section 18.60.340 (stated below).

Estimated Cost: @ \$1,100.00

Consistency with the Code:

Chapter 18.35 Historic Residential Zone

18.35.040 New structures.

New structures may be built in this zone providing the exterior appearance of the structure is approved by the commission. [Ord. 94-06 § 1; prior code § 11-2-11.4.D]

18.60.340 Wall, fence, or hedge.

A. Height (see illustration in Appendix A).

1. A six-foot maximum height above ground surface level shall be permitted on any part of the required setbacks of front yards or side yards abutting a street in H-R and H-C zones; provided, such wall, fence or hedge is in accord with subsections (D) and (G) of this section.

The proposed wall appears to be compliant with all other applicable Codes concerning residential construction in the Historic Residential (HR) zone.

Findings:

- The PZHAC has jurisdiction to review and recommend approval of this request to the BOT.
- The proposed work replacing a four foot high white picket fence with a six foot high picket fence of the same style and color.
- The proposed fence is similar in style to other fences in the area.
- The proposed fence appears to meet all applicable sections of the Code.

PZHAC OPTIONS:

Recommend approval of the application to the BOT.

Recommend approval of the application with conditions to the BOT.

Reject the application.

PZHAC ACTION:

PHOTOS OF EXISTING FENCE



Jonathan Moore

dotloop verified
06/06/18 10:44AM EDT
HU3B-EYED-726E-RLLD

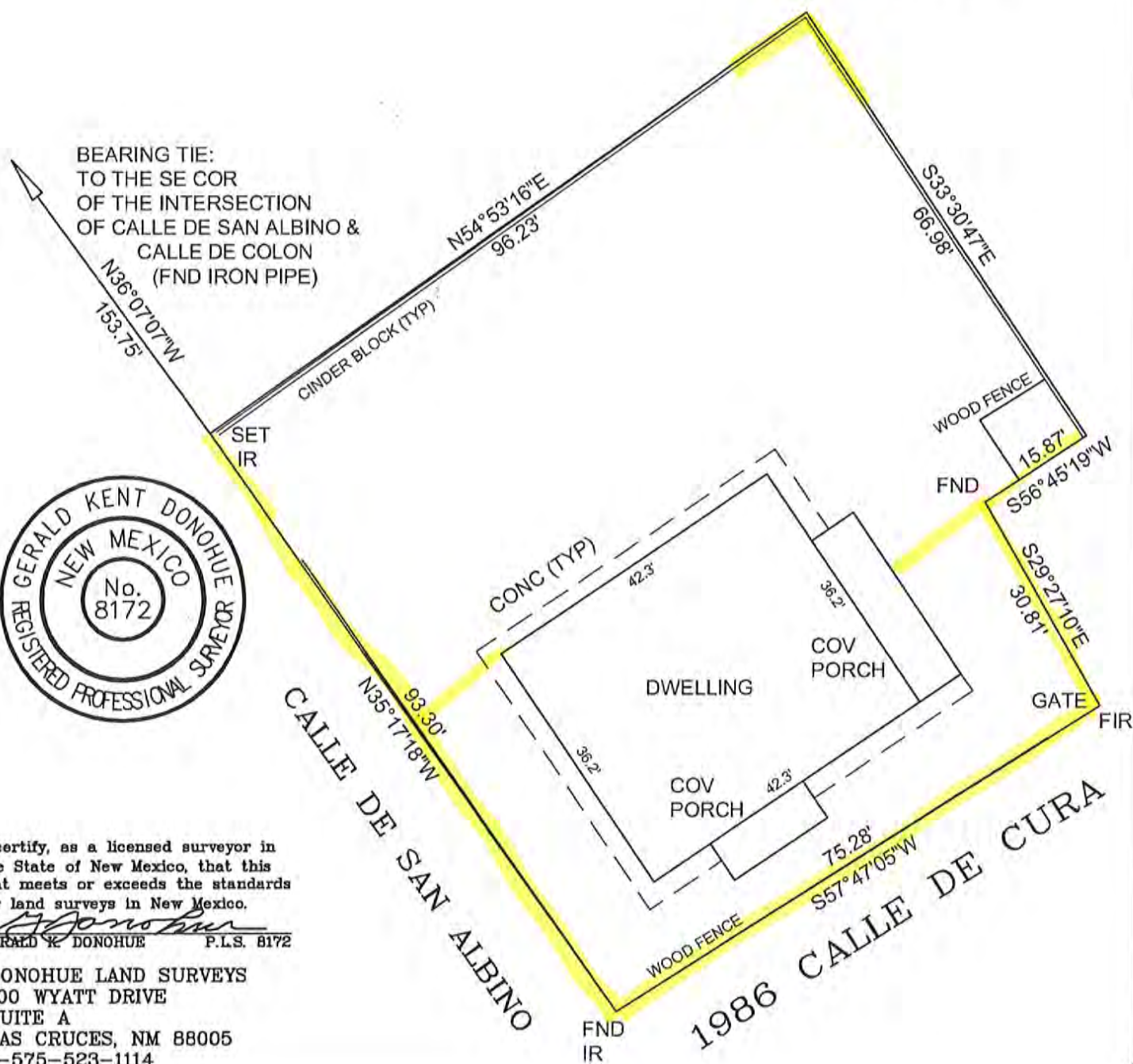
Diane B. Moore

dotloop verified
06/06/18 10:43AM EDT
RNIO-XIUW-YDMS-BOW9

PLAT OF SURVEY OF A 0.20± ACRE TRACT, BEING PART OF USRS TRACT 11A-8A, IN SEC 25, T 23S, R 1E, USRS, TOWN OF MESILLA JUNE 4, 2018



SCALE
1" = 20'
220-75



BEARING TIE:
TO THE SE COR
OF THE INTERSECTION
OF CALLE DE SAN ALBINO &
CALLE DE COLON
(FND IRON PIPE)



I certify, as a licensed surveyor in the State of New Mexico, that this plat meets or exceeds the standards for land surveys in New Mexico.

Gerald K. Donohue
GERALD K. DONOHUE P.L.S. 8172

DONOHUE LAND SURVEYS
100 WYATT DRIVE
SUITE A
LAS CRUCES, NM 88005
1-575-523-1114

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

OFFICIAL USE ONLY:
 Case # 060737
 Fee \$ 60.00

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

CASE NO. 060737 ZONE: HR CODE: M1 APPLICATION DATE: 6/8/18

Name of Applicant/Owner: Diane Moore Applicant's Telephone Number: 919-717-9088

Applicant's/Owner's Mailing Address: P.O. Box 638 Mesilla Park, NM City State Zip Code: 88047

Applicant's/Owner's E-mail Address: dmoore4art@gmail.com

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

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

Address of Proposed Work: 1986 Calle de Cura, Las Cruces, NM 88005

Description of Proposed Work: Replace fence with 6' tall, evenly spaced wood dog-eared pickets and paint it white.
Note: no spaces at North corner by Palacio's

Estimated Cost: \$ 1100.00 Signature of Applicant: Diane Moore Date: June 8, 2017

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 AND 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 060738
[PZHAC REVIEW – 6/18/18]
STAFF ANALYSIS

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

Item:

Case 060738 - 2231 Calle de Parian, submitted by Gilbert Madrid for Eric and Teresa Sanchez, a request for a building permit to repair windows, doors, lintels, vigas, and stucco; and repaint a historic dwelling at this address. Zoned: Historic Residential (HR)

Staff Analysis:

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

If it is determined that the proposed repairs to the subject dwelling are historically and architecturally acceptable to the Town as proposed, or if an alternate solution is arrived at, then the request can proceed on the assumption that all requirements of the Code will be satisfied. The PZHAC should continue on to approve the request based on the Findings stated below.

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

Estimated Cost: @ TBD

Consistency with the Code:

The PZHAC will need to determine that the proposed repairs, when finished, will be consistent with the historical and architectural requirements for such work in the HR zoning district. Additionally, the PZHAC will need to determine that the request meets all other development and application requirements of the Code.

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

Findings:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of repairing various external aspects of a historic dwelling at this address.
- The PZHAC has determined that the proposed repairs to the dwelling meet all applicable Code requirements.

PZHAC ACTION:

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

OFFICIAL USE ONLY:

Case # 060738

Fee \$ 150.00

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

CASE NO. 060738 ZONE: HR CODE: 41 APPLICATION DATE: 6/8/18

ERIC AND TERESA SANCHEZ 575 650-7963
 Name of Applicant/Owner 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

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

575 650-7963 60731
 Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: 2231 CALLE DE PARTIAN

Description of Proposed Work: WINDOWS - DOOR - LEATERS - VIEBAS - STUCCO - FOUNTAIN

\$ 150 Michael Sanchez 6/9/18
 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 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: NO STRUCTURAL WORK PROPOSED. PZHAC REVIEW NOT FINAL
APPROVAL REQUIRED. CID PERMIT MAY BE REQUIRED. Ze

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 060739
[PZHAC REVIEW – 6/18/18]
STAFF ANALYSIS

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

Item:

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

Staff Analysis:

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

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

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

Estimated Cost: @ \$50,000.00

Consistency with the Code:

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

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

Findings:

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

PZHAC ACTION:

TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060739

Fee \$ 171.00

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

CASE NO. 060739 ZONE: RA CODE: RC APPLICATION DATE: 6/5/11

LAMA Properties, LLC 575-527-2067
 Name of Applicant/Owner Applicant's Telephone Number

Norman Fristoe
 Applicant's/Owner's Mailing Address City State Zip Code

780 S. Walnut LC NM 87001

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

Sanders Construction
 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: 3116 Hwy 28

Description of Proposed Work: remodel

\$ 50,000 Norman Fristoe 6/5/2018
 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: STRUCTURE IS TO BE USED AS A GARAGE/STORAGE BUILDING ONLY
PZHAC REVIEW AND APPROVAL REQUIRED, CID PERMIT REQUIRED

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

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

PZHAC NEW BUSINESS

JUNE 18, 2018

PZHAC DECISIONS

BUSINESS REGISTRATIONS

PZHAC ACTION FORM
BUSINESS REGISTRATION REQUEST
[PZHAC REVIEW – 6/18/2018]
STAFF ANALYSIS

Item:

Registration 0727 - 2011 Avenida de Mesilla, submitted by Mickey Balderas for “The Bean Cafe”; a request for a business registration to transfer ownership of an existing cafe at this address. Zoned: Historical Commercial (HC)

Description of Business:

The purpose of the application is to allow the applicant to take over ownership of “The Bean Café” and to continue the operation without any changes to the operation at this time. The operation will continue as a café and breakfast shop as it has been. This is a use that is allowed in the HC district, and has been allowed at this location for several years. The change in ownership will not result in any changes to the occupancy of the structure, or change the character of the area.

Consistency with the Code:

The request is to continue the operation an approved cafe in the Historic Commercial district, but under a new owner. The use is consistent with all applicable sections of the MTC. There will be no changes to the use. The structure was originally designed foe se as a gas station, but has been used for other commercial purposes since the gas station closed.

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

Findings of Fact:

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

PZHAC OPTIONS:

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

PZHAC ACTION:

PHOTO OF LOCATION



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search

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: [R0400311](#)

Parcel Number: 4006137228335

Owner: TOW LIMITED LIABILITY COMPANY

Mail Address: 3150 BOWMAN

Subdivision:

Property Address: 2011 AVENIDA DE MESILLA

Acres: 0.375





Date: 6/5/18

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

No.: 0727

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: The Bean
 Name of Applicant: Mickey Balderas
 Business Location: 2011 Avenida de mesilla
 Mailing Address (Street # or P.O. Box): 2011 Avenida de mesilla
 E-Mail Address: Mickeym1130@msn.com
 City: Las Cruces State: NM Zip Code: 88005
 Phone # of Business: 575-527-5155
 Location of Business: Street 2011 Avenida de mesilla
 City: Las Cruces State: NM Zip Code: 88005

Property Owner Name: TOW LLC - Grady
 Location: _____
 Phone # of Property Owner: 575-642-3893
 Property Owner's Address: Street 1411 Roadrunner Parkway ^{Suit} 1411
 City: Las Cruces State: NM Zip Code: 88011

Additional Information

Square Footage of Business: 1852 SQ. FT.
 Number of Employees: 8
 Number of Parking Spaces: _____
 Zoning Code: HC
 Parking Assessment: N/A *Please fill in other side>>>>*

Type of Business -please describe product(s) and/or service(s): Coffee shop

Business Applicant Is: Sole Proprietorship Partnership _____ Corporation _____

Current New Mexico Revenue Division ID #: 03-407469-00-4
(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 #: 720 254-5134

- | Name | Address | Telephone # |
|--------------------------|---------|---------------------|
| 1. <u>Mauro Balderas</u> | | <u>575-644-8192</u> |
| 2. _____ | | |
| 3. _____ | | |

Do you have an alarm system? Yes _____ No

What Type? _____

Which Company, if any, Responds to Alarms? _____

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

MB owner
Signature of Applicant/Title

6/5/18
Date

(SEE LEASE AGREEMENT)
Signature of Building Owner

Date

Office Use

Receipt Number: _____

Date of Payment: _____

Case Number: 0727

Zone: HIC

PZHAC Approval Date: TBD

Bus. Type: RESTAURANT

Sign Permit Case #: N/A

Renewal Date: 3/15/19

Fire Department Inspection Verification

Fire Department Representative Signature: _____

Fire Inspection Date: _____

Approved: _____ Yes _____ No _____