



**PZHAC WORK SESSION  
AGENDA  
JULY 16, 2018**

**THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD A WORK SESSION, MONDAY, JULY 16, 2018 AT 5:00 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 Samuel Kane, a request to discuss plans to build a rock wall on parts of a property line and across a property at 2652 Calle Primera (**Case 060741**). Zoned: Historical Residential (HR)

**Item 3:** Submitted by Natalie B. Ogaz, a request to discuss plans for the construction of a new dwelling at 2729 Calle de San Albino (**Case 060748**). Zoned: Historic Residential (HR)

**Item 4:** Submitted by R. Builders Inc. for the Las Cruces Diocese; a request to discuss plans to install an exterior door on a religious store located at 2270 Calle Principal, across from the church (**Case 060752**). Zoned: Historical Commercial (HC)

**PZHAC REGULAR MEETING  
AGENDA  
JULY 16, 2018**

**THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD ITS REGULARLY SCHEDULED MEETING MONDAY, JULY 16, 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 July 2 and July 6 (Special Meeting), 2018.**

**B. \*ADMINISTRATIVE APPROVAL**

**Building Permits**

- 1. Case 060750** – 1911 Calle de Cura, submitted by John McCatherin; a request for a building permit to allow the repair and replacement of a common wall that had been knocked down along the southern edge of the property. Zoned: Historic Residential (HR)
- 2. Case 060753** – 2547 Calle del Norte, submitted by Rosalina Contreras; a request for a building permit to repair a screen door and several window screens on a dwelling at this address. Zoned: Historical Residential (HR)
- 3. Case 060754** – 2155 Calle de Los Huertos, submitted by Paul and Cheryll Blevins; a request for a building permit to repair the roof on a dwelling at this address. Zoned: Historical Residential (HR)

**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 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 1)**
2. **Case 060741**: 2652 Calle Primera, submitted by Samuel Kane, a request for a building permit to construct a four-foot-high flat-topped rock wall along the southern edge of the property, and a six-foot-high rock wall in the back yard and along part of the western edge of a residential property at this address. Zoned: Historic Residential (HR) **(Discussed during Work Session – Item 2)**
3. **Case 060747** – 2231 Calle de Parian, submitted by Eric and Teresa Sanchez; a request for a building permit to replace a door and a gate on a dwelling at this address. Zoned: Historical Residential (HR).
4. **Case 060748** – 2729 Calle de San Albino, submitted by Natalie B. Ogaz, a request for a building permit to construct a new residence at this address. Zoned: Historic Residential (HR). **(Discussed during Work Session – Item 3)**
5. **Case 060752** – 2270 Calle Principal, submitted by R. Builders Inc. for the Las Cruces Diocese; a request for a building permit to allow the installation of an exterior door on the religious store at this address, across from the church. Zoned: Historical Commercial (HC). **(Discussed during Work Session – Item 4)**

### **Business Permits**

6. **Permit 0715** – 2355 Calle de Guadalupe, submitted by Heather Salopek for “Legacy Pecans and Company”; a request for a business license to allow the applicant to operate a retail gift shop at a dwelling at this address. Zoned: Historical Commercial (HC).

### **Sign Permits**

7. **Case 060746** – 2355 Calle de Guadalupe, submitted by Heather Salopek for “Legacy Pecans and Company”; a request for a permit to install a 7.07 square foot two sided hanging sign at this address. Zoned: Historical Commercial (HC).
8. **Case 060751** – 2309B Calle de San Albino, submitted by Isabelle Bencomo for “The Messy Arrow”; a request for a permit to install a 4.00 square foot two sided hanging sign at this address. Zoned: Historic 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 7/12/18 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

JULY 16, 2018

WORK SESSION

**PZHAC WORK SESSION  
JULY 16, 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.

This case was originally scheduled to be heard by the PZHAC on June 18, 2018; but was postponed several times due to the fact that the applicant failed to attend any of the meetings. There were several issues that were brought up at the last meeting by Tom Maese, inspector for CID, that will need to be addressed by the applicant prior to approval of a permit for the structure. The first of these is whether the structure extends onto Town property. (It appears that the two front uprights and part of the roof may extend beyond the applicant's property line.) The second issue is that the structure may need to meet requirements of the Building Code for fire resistant construction due to the proximity of the structure to the dwelling. The third is that there appears to be a second water meter under the carport. (According to Debbie Lujan, Public Works Director for the Town, the second meter box is no longer being used for a meter.)

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**



**OTHER VIEWS OF THE CARPORT FROM CALLE DE CURA**



# Doña Ana County, NM

General Reference Maps

2014 Aerial

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## 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 CARPORTS IN THE AREA



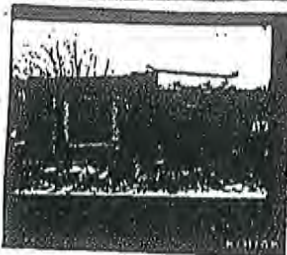

**OTHER CARPORTS IN THE AREA**





**OTHER CARPORTS 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 Doña Ana		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		23. NEG # 7	
						19. LAND GRANT OR RESERVATION Mesilla Civil Colony					
25. ARCHITECTURAL STYLE Adobe Vernacular			26. NUMBER OF STORIES One			Pedro Rios					
27. FOUNDATION MATERIAL(S) Concrete collar visible						Box 191 Mesilla 88046					
28. EXTERIOR WALL SURFACE(S) Exposed Adobe						H.O.D. 138-1R1-078					
29. FENESTRATION (TYPE, DIVISIONS, SURROUNDS/SILLS/ARRANGEMENTS) Single & Tandem 4/4 dhw w/ exposed wood lintel; no surrounds or sills											
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 <del>Restoration</del> 50 years old - from Mary Frances Leslie											
DATE OF CONSTRUCTION 35. ESTIMATED 1920's 36. ACTUAL						45. IMMEDIATE SURROUNDINGS R22.					
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**  
**JULY 16, 2018**  
**ITEM 2**

Submitted by Samuel Kane, a request to discuss plans to build a rock wall on parts of a property line and across a property at 2652 Calle Primera (**Case 060741**). Zoned: Historical Residential (HR)

This case was heard by the PZHAC on July 2, 2018; but was postponed to allow the applicant to provide further information as to the plans for the wall.

Originally, the applicant proposed to construct a six-foot-high flat-topped rock wall along the western edge, in the back yard and part of the southern edge of the property. However, the applicant has decided that he would prefer to limit the height of the wall to four feet along the southern property line, but retain six feet in height along the western property line between properties, and for the wall across the middle of the property. The applicant also intends to place a four – five wide gate in the wall across the property. Although there are no six foot high solid walls along property lines abutting streets or public land in the immediate area, there are several chain link fences of various heights that have been allowed along streets in the area. (Technically, these are in violation of Section 18.60.340(E) of the Code - see below).

The applicant has been informed by Staff that, although the Town would like to eventually construct a one-way road around the adjacent Town park to the south, there are no immediate plans for this construction and construction will not take place for several years, if at all. Since the south edge of the applicant's property abuts the park and there is no road at this time, the applicant has been informed that currently there is no legal access to the rear portion of the property from outside the property, therefor the rear portion of the property is currently landlocked, with the only legal access to the rear of the property being from the east portion of the applicant's property.

**The following are the sections of the Code that can be specifically applied to this application:**

**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.

D. There shall be no fence, wall, hedge, or obstruction more than three feet above street curb level or ground level at edge of street in the clear sight triangle, measured 30 feet in both directions on the property line from a corner.

E. Walls or fences constructed within the front yard setback area facing a street within the **H-R**, H-C, R-1 zones must be built with the following materials only: stucco, brick, **stone**, wood, adobe and wrought iron.

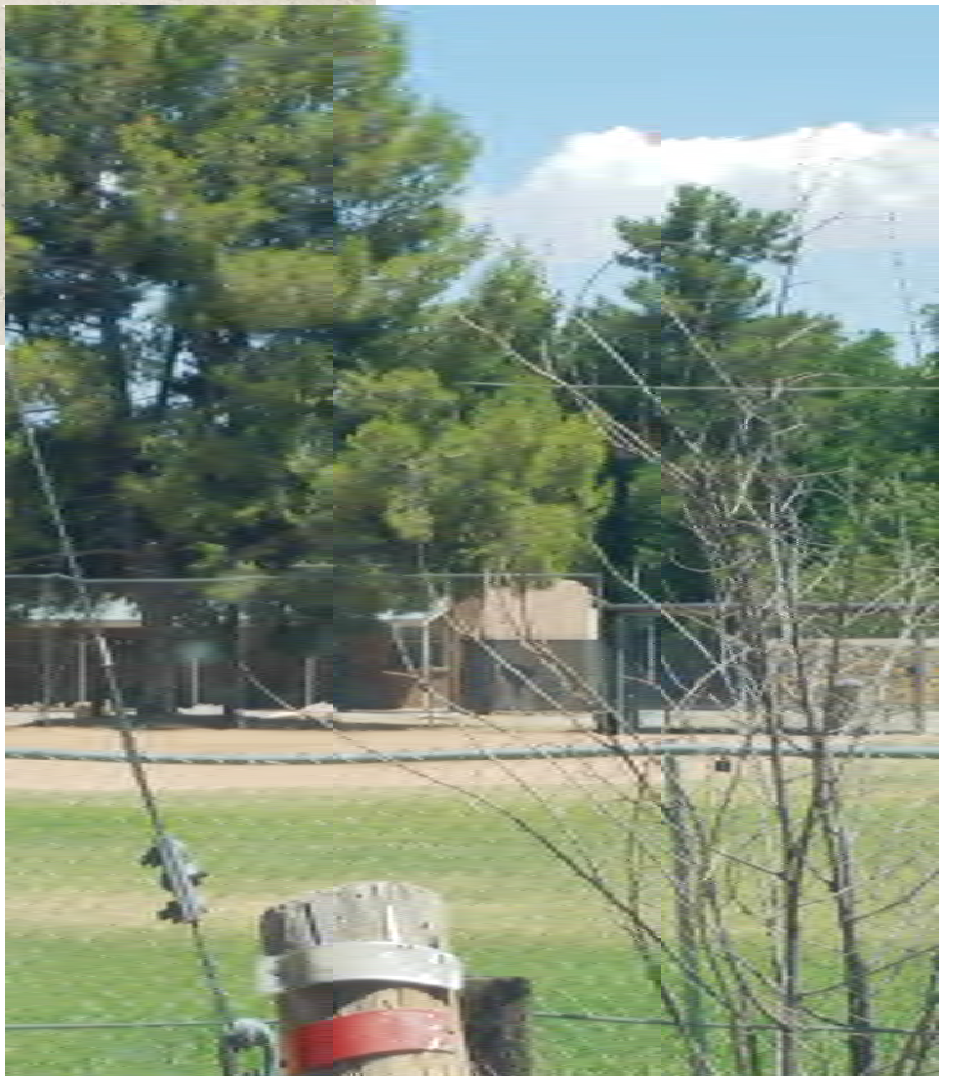
G. No walls, fences, hedges or other obstructions may be placed near exits from driveways or parking areas which block a driver's view of approaching traffic for a distance of 90 feet in both directions.

The applicant has been made aware that a completed Right-of-Entry form will be needed for all parts of the wall that will be located on property lines.

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

**VIEW OF PROPERTY FROM PARK**









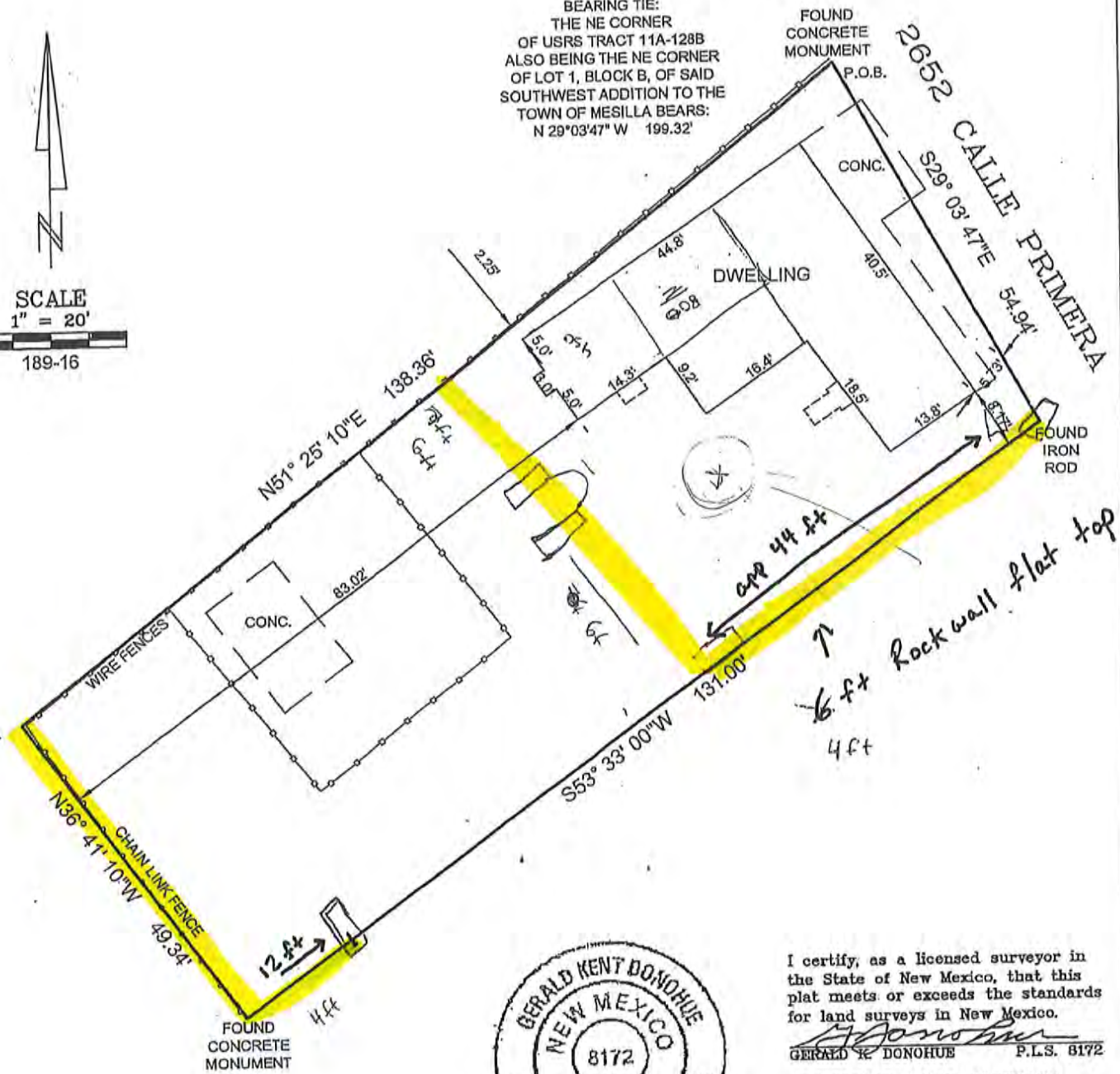


PLAT OF SURVEY A 0.16 ACRE TRACT SITUATE IN THE TOWN OF MESILLA,  
 DONA ANA COUNTY, NEW MEXICO, IN SECTION 36, T.23S., R.1E., NMPM  
 OF THE USRS SURVEYS AS USRS TRACT 11A-129B AND ALSO AS PART  
 OF LOT 3 AND LOT 4, BLOCK B, OF THE SOUTHWEST ADDITION TO THE  
 TOWN OF MESILLA AS FILED ON MARCH 17, 1939, IN PLAT BOOK 9,  
 PAGE 76 IN THE DONA ANA COUNTY RECORDS  
 DATE OF SUREY: MAY 16, 2011



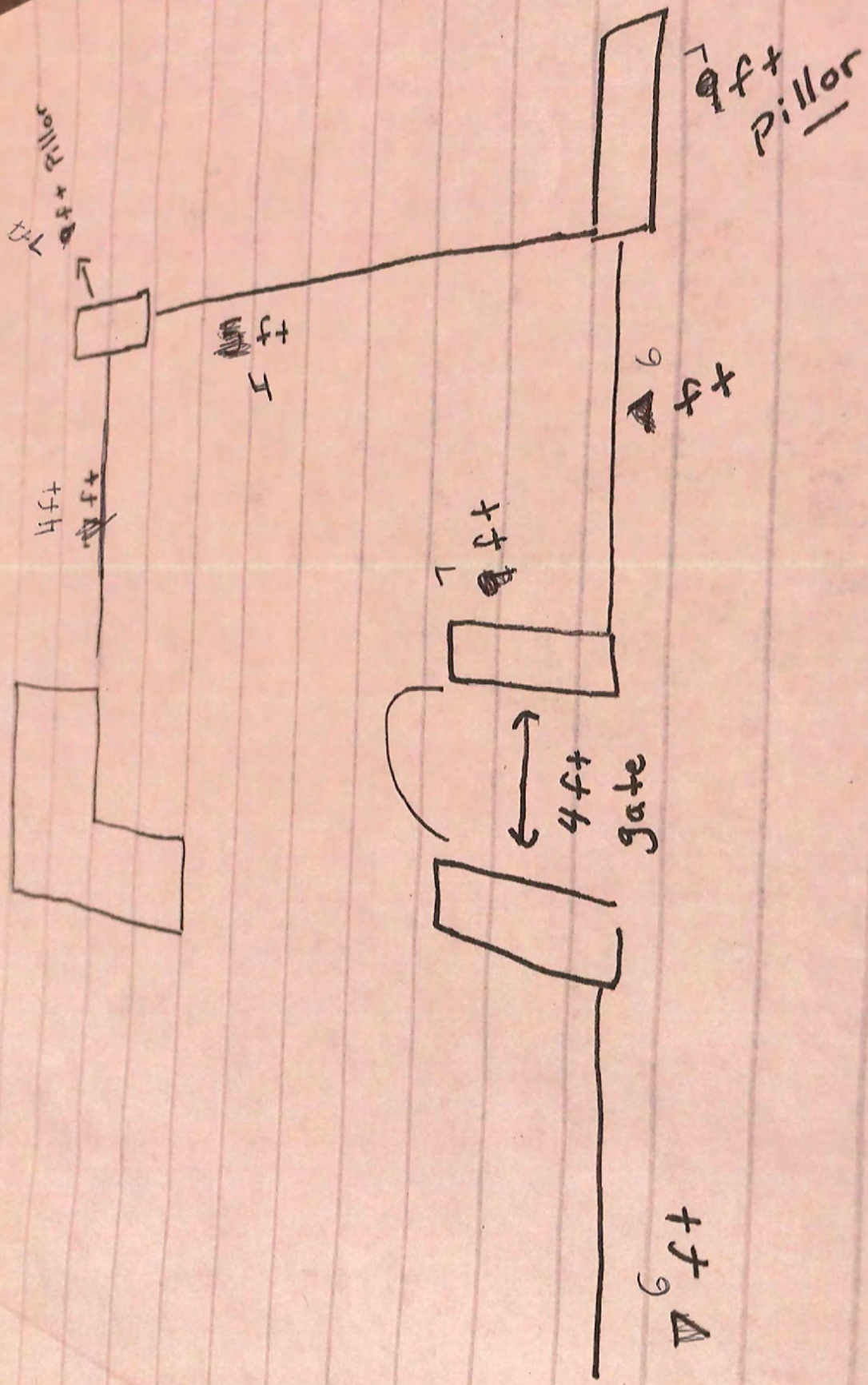
SCALE  
 1" = 20'  
 189-16

BEARING TIE:  
 THE NE CORNER  
 OF USRS TRACT 11A-128B  
 ALSO BEING THE NE CORNER  
 OF LOT 1, BLOCK B, OF SAID  
 SOUTHWEST ADDITION TO THE  
 TOWN OF MESILLA BEARS:  
 N 29°03'47" W 199.32'



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



# Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select S

Maps

Legend

## Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400604](#)

Parcel Number: 4006138245038

Owner: KANE SAMUEL I

Mail Address: 1018 E AMADOR

Subdivision: SOUTHWEST ADDITION  
TO MESILLA 201

Property Address: 2652 CALLE  
PRIMERA

Acres: 0.11999541



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

OFFICIAL USE ONLY:

Case # 060741  
 Fee \$ 68.00

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

CASE NO. 060741 ZONE: HR CODE: \_\_\_\_\_ APPLICATION DATE: \_\_\_\_\_

Samuel Kane \_\_\_\_\_ 575-496-6044  
 Name of Applicant/Owner Applicant's Telephone Number

POB 849 Mesilla NM 88046  
 Applicant's/Owner's Mailing Address City State Zip Code

Sam\_kane@yahoo.com  
 Applicant's/Owner's E-mail Address

Planned - Home owner will build  
 Contractor's Name & Address (If none, indicate Self)

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

Address of Proposed Work: 2652 Calle Primera, Mesilla NM 88046

Description of Proposed Work: 6 foot Rock wall with Flat top

\$1,500.00 Samuel L. Kane June 15, 2018  
 Estimated Cost Signature of Applicant Date

Signature of property owner if applicant is not the property owner: Samuel L. Kane

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: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

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

**PZHAC WORK SESSION**  
**JULY 16, 2018**  
**ITEM 3**

Submitted by Natalie B. Ogaz, a request to discuss plans for the construction of a new dwelling at 2729 Calle de San Albino (Case 060748). Zoned: Historic Residential (HR)

The subject property is on the east side of Calle de San Albino between Calle de Cura and Calle de Santa Ana. One property, across Calle de San Albino the west, is currently vacant. The remaining properties surrounding the subject property are occupied by single family one story dwellings consisting of a variety of styles. One property a short distance away to the southeast (on Avenida de Mesilla) contains a restaurant.

The subject property originally contained an adobe single family dwelling in poor condition. The applicant received a permit to demolish this structure on from the BOT on March 26 of this year. The proposed dwelling is a replacement of the original structure. (Photos of the original dwelling are attached.)

The property is about 0.122 acres (5,314 square feet) in size. All necessary utilities are available to the property. Access to the property is by Calle de San Albino. Off-street parking requirements (Section 18.60.170 - Parking requirements and fees) for the property require three off street spaces. (This does not include enclosed parking areas such as garages.) The proposed dwelling appears to be more of a "Ranch" style (details were not supplied by the applicant at the time of submission), and will consist of about 2300 square feet of total floor area (estimated from the drawing provided by the applicant), including four bedrooms and a one car garage. Construction will be wood frame with stucco, with a pitched roof. The maximum height of the structure will be under 30 feet. This will be under the maximum height of 30 feet in the HR zone. (The PZHAC will need to determine if the proposed height of the structure will be compatible with the heights of other structures in the area, not counting the structure immediately to the south.)

The applicant has only spoken with staff about the required setbacks for the dwelling, but not about the proposed style or any other requirements. An architectural standards checklist normally required for new dwellings in historic districts has not yet been submitted.

The proposed structure appears to be similar to some of the other structures that have been built in the area in that it has a pitched roof. The PZHAC will need to determine if the style of the proposed structure is compatible with the development zone for the property. Since this construction is in a Historic zoning district, the following section of the Code applies:

**18.33.080 Historical appropriateness permit.**

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

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

# Doña Ana County, NM

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Select S

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City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400390](#)

Parcel Number: 4006137322516

Owner: BUSTAMANTE IGNACIO &  
NATALIA TRTEES BUSTAMANTE  
FAMILY TRUST

Mail Address: 2300 W UNION

Subdivision:

Property Address: 2729 CALLE DE  
SAN ALBINO

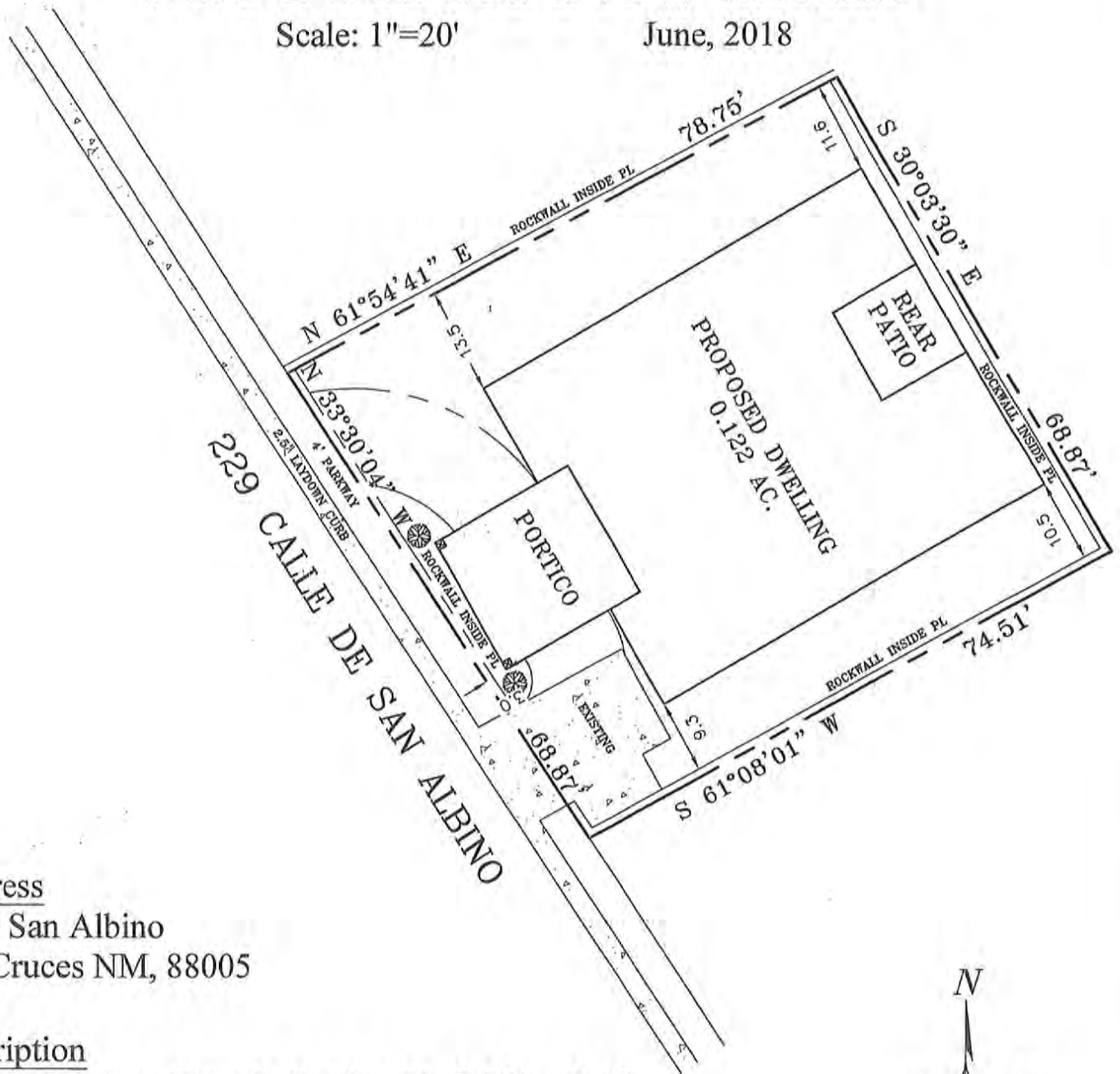
Acres: 0.13000459



# Site Plan for New Home

Scale: 1"=20'

June, 2018



## Address

2729 San Albino  
Las Cruces NM, 88005

## Description

On A 0.122 Acre Tract In Section 25, T.23S., R.1E.,  
N.M.P.M. Of The U.S.R.S. Surveys Being U.S.R.S.  
Tracts 11-5A & 11A-5B  
Town Of Mesilla  
Dona Ana County  
New Mexico

## Drafting By:



1615 S. Solano Dr.  
Las Cruces, NM 88001  
Office: (575) 541-5050

Fax: (575) 522-6060  
Email: csn@nava-techinc.com



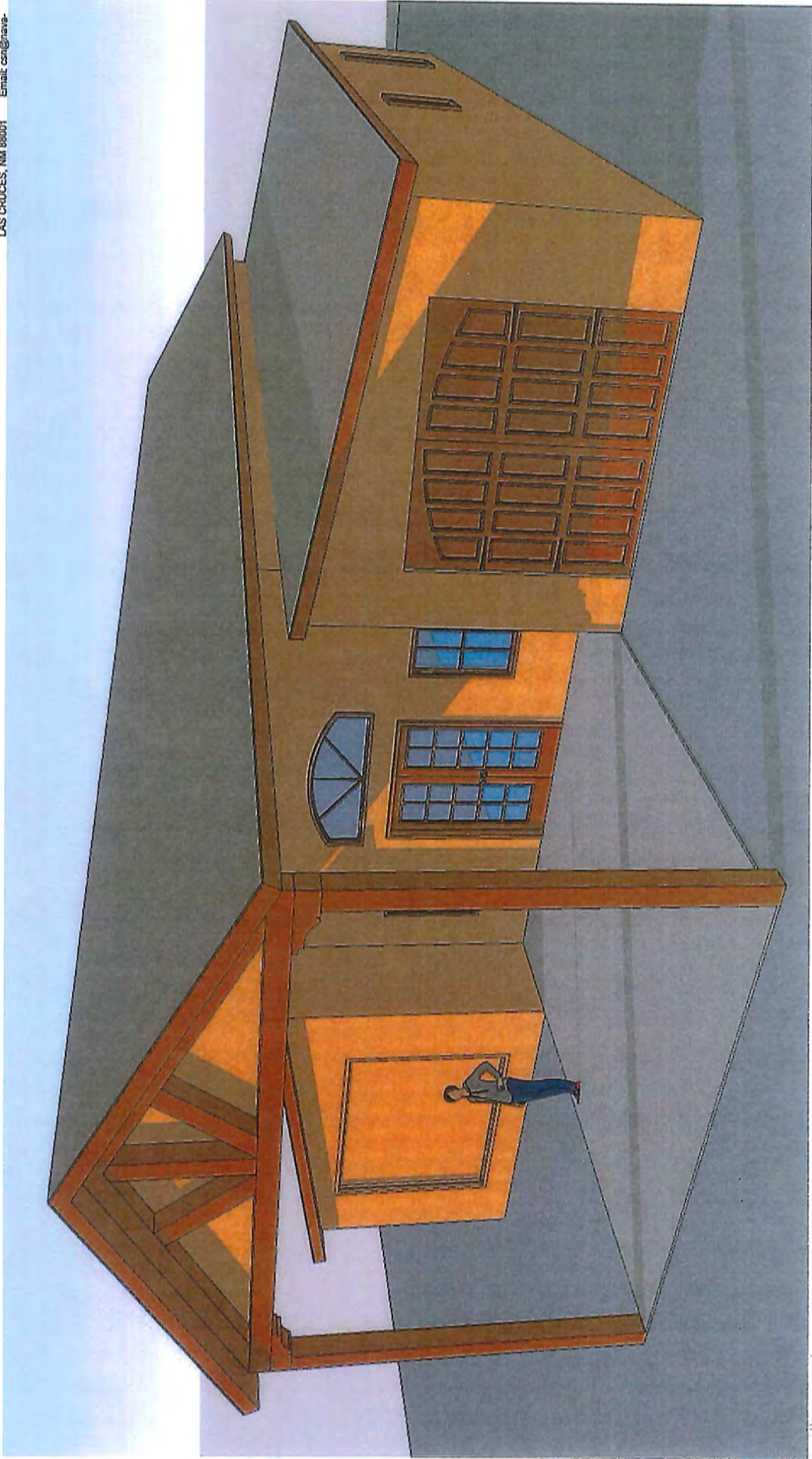
SCALE: 1" = 20'



OGAZ RESIDENCE  
CONCEPTUAL PERSPECTIVE

DRAWING BY  
**NAVA TECH INC.**  
AND ASSOCIATES  
CONSTRUCTION PLAN PRODUCTION & COORDINATION

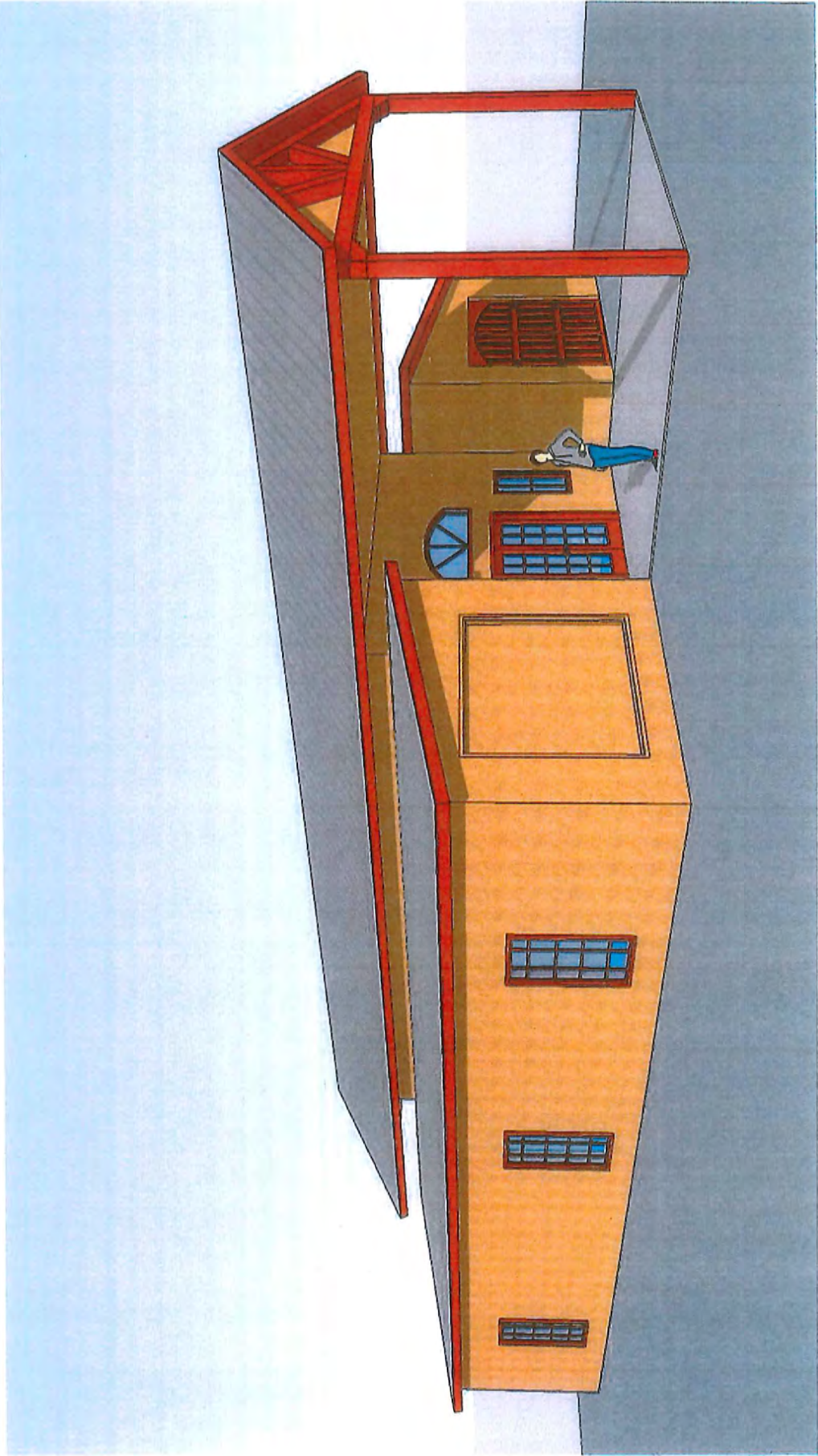
1615 S. SOLANO DR.  
LAS CRUCES, NM 88001    Email: [csn@navatech.com](mailto:csn@navatech.com)

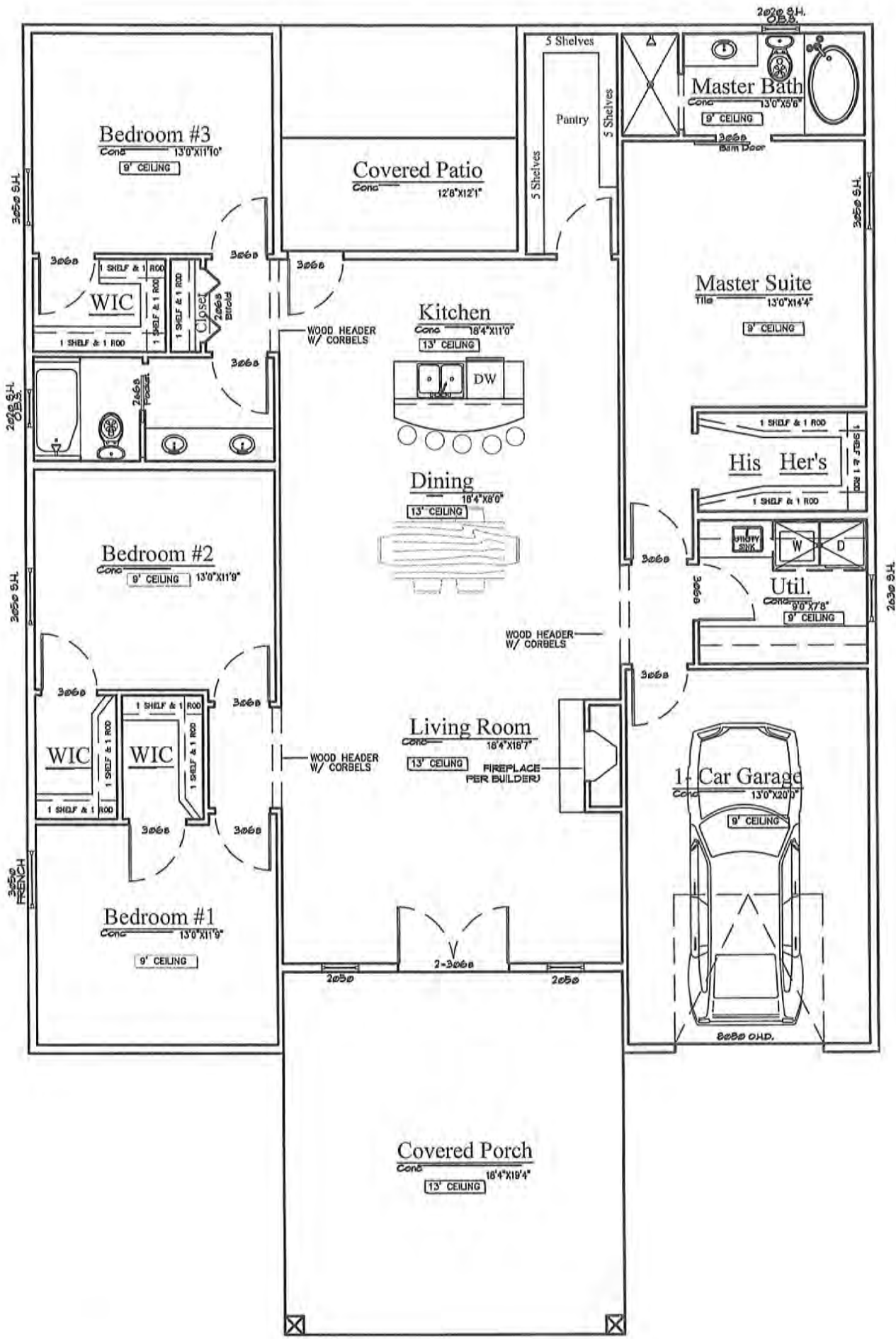


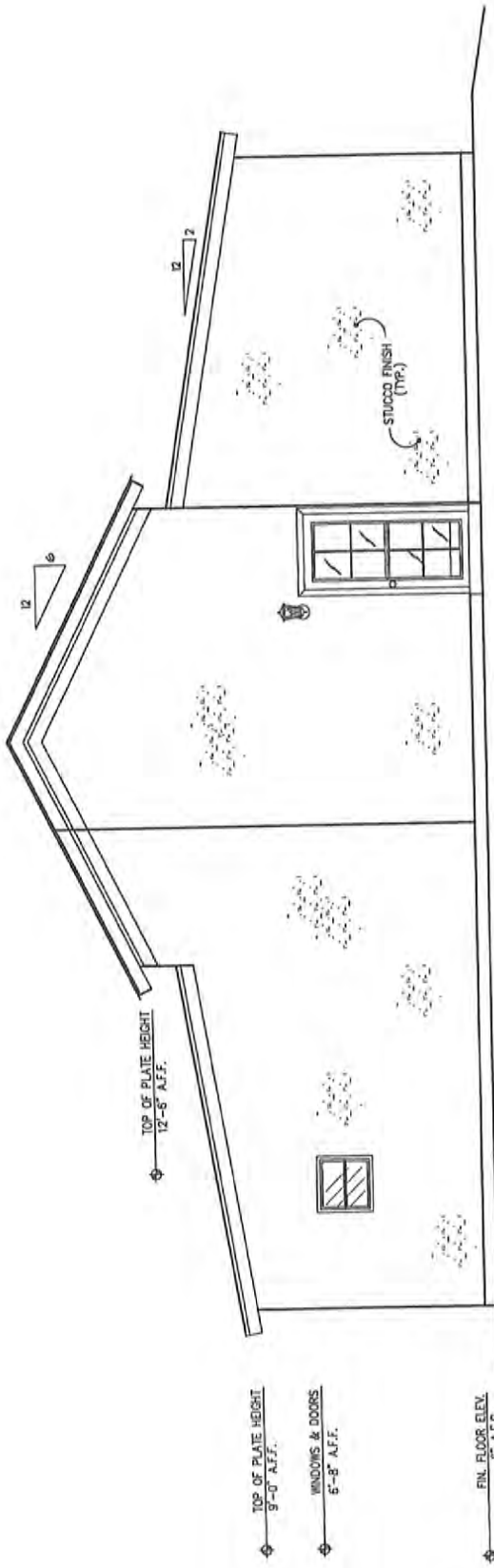
**OGAZ RESIDENCE  
CONCEPTUAL PERSPECTIVE**



1615 S. SOLANO DR.  
LAS CRUCES, NM 88001    Email: [cm@na](mailto:cm@na)

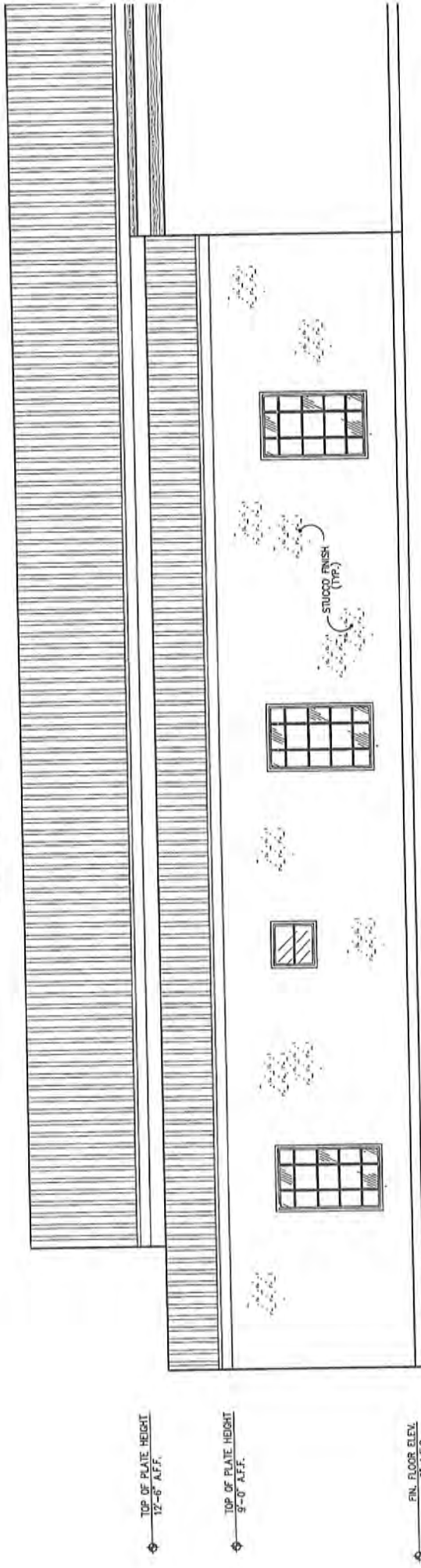






**REAR ELEVATION**

SCALE: 3/16" = 1'-0"

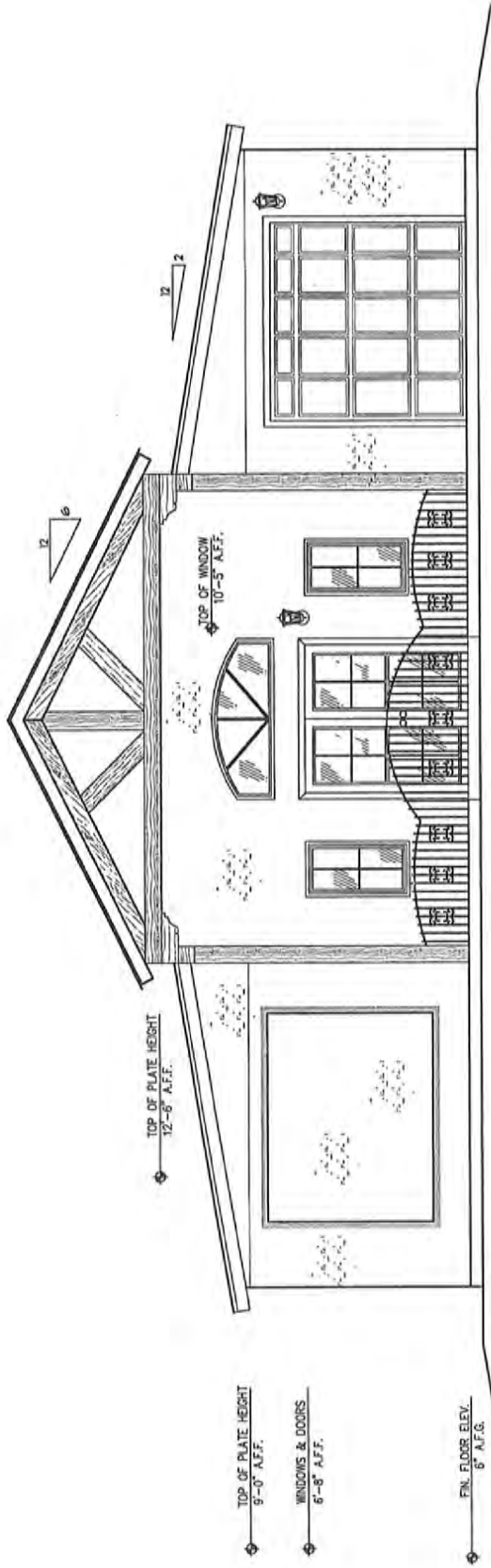


**LEFT ELEVATION**

SCALE: 3/16" = 1'-0"

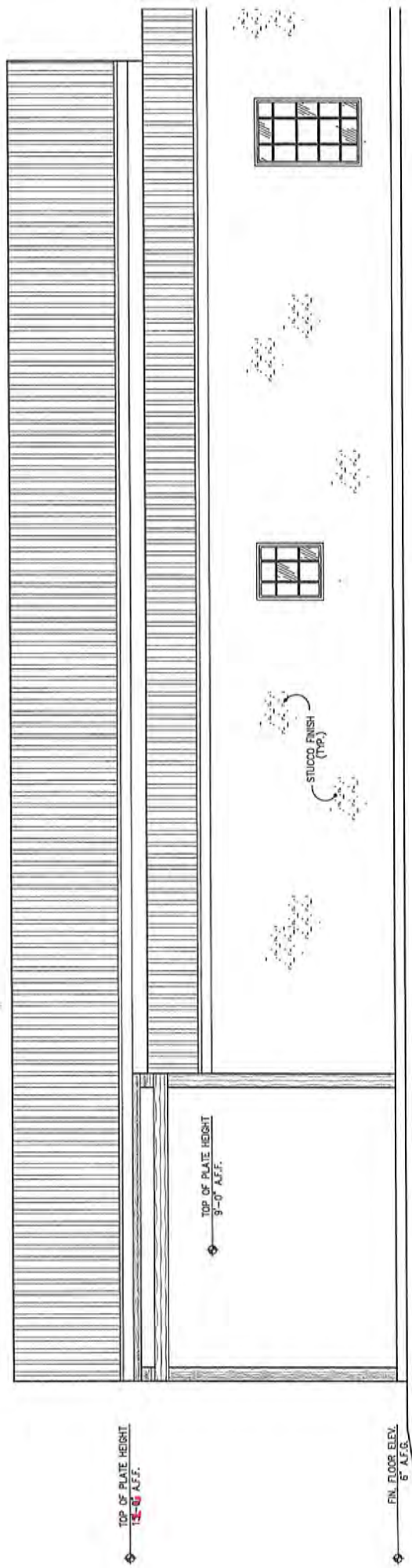


CONSTRUCTION PLAN PRODUCTS  
1615 S. Solano Dr.  
Las Cruces, NM 88001  
Office: (575) 341-5058



**FRONT ELEVATION**

SCALE: 3/16" = 1'-0"



**RIGHT ELEVATION**

SCALE: 3/16" = 1'-0"



PHOTO OF SUBJECT PROPERTY



**PHOTOS OF THE DWELLING BEING REPLACED**



**PHOTOS OF OTHER DWELLINGS IN THE AREA**





**PHOTOS OF OTHER DWELLINGS IN THE AREA**



**PHOTOS OF OTHER DWELLINGS IN THE AREA**



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

OFFICIAL USE ONLY:

Case # 060748

Fee \$ 237.00 (TOD)

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

CASE NO. 060748 ZONE: UR CODE: NR APPLICATION DATE: 7/9/18

Name of Applicant/Owner: Natalie B Ogez Applicant's Telephone Number: 575 680 8864  
 Applicant's/Owner's Mailing Address: P.O. Box 457 City: Mesilla State: NM Zip Code: 88046

Applicant's/Owner's E-mail Address: \_\_\_\_\_  
 Contractor's Name & Address (If none, indicate Self): 2729 Calle de San Albino Cross Town Contractor

Contractor's Telephone Number: \_\_\_\_\_ Contractor's Tax ID Number: \_\_\_\_\_ Contractor's License Number: \_\_\_\_\_  
 Address of Proposed Work: 2729 Calle de San Albino  
 Description of Proposed Work: new house

Estimated Cost: \$2001.00 (TOD (150000 City)) Signature of Applicant: Natalie B Ogez Date: Jun 25, 2018  
 Signature of property owner if applicant is not the property owner: \_\_\_\_\_

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

**FOR OFFICIAL USE ONLY**

PZHAC  Administrative Approval  Approved Date: \_\_\_\_\_  
 Approved Date: \_\_\_\_\_  Disapproved Date: \_\_\_\_\_  
 Disapproved Date: \_\_\_\_\_  Approved with Conditions  
 Approved with conditions

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

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

CONDITIONS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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  
JULY 16, 2018  
ITEM 4**

Submitted by R. Builders Inc. for the Las Cruces Diocese; a request to discuss plans to install an exterior door on a religious store located at 2270 Calle Principal, across from the church (Case 060752). Zoned: Historical Commercial (HC)

The entrance to the church store is currently through a door at the west side (rear) of the structure. Access is by way of a brick walk around the structure and through a gate (see attached photo). The Church would like to replace this entrance with a door at the front (east side) of the structure in order to provide a more direct access to the store to visitors to the plaza. Originally, it was proposed that the door would be installed in place of a set of two wooden framed windows at the front of the structure. This proposal was denied by the PZHAC on May 7, 2018 with the suggestion that the Church continue to use the present entrance, or that one of the other entrances along Calle Principal be used.

The applicant is proposing two alternatives to removing the window originally proposed. The first (and preferred) alternative is that the two windows that were originally to be replaced are to be relocated to replace one of the two non-original doors that is in the same wall, and that a wide door be installed in place of the windows (see attached diagram). The opening where the door to be replaced is located will obviously need to be widened, and the windows would be reinstalled in such a way that they would appear exactly as they do in their current location. The replacement doors would also appear to be historically correct for the façade and would reflect the mass of the wall much as the windows currently do. This would remove a door that does not appear to be historical.

The second alternative is to open a new doorway in the wall along Calle Principal at a point near the north wall of the structure (see attached diagram). This would be a narrow door and would be done in a way that would be considered historically correct for the façade.

The applicant prefers the first alternative because the entrance to the store would be much closer to the Plaza and would be wider and more convenient than the door in the second alternative.

The structure is listed in the Historic Register for the Town (see attached), and is considered locally significant. According to the register, the structure appears to go back to the 1880's, with some walls possibly dating back to the 1850's. It appears that some work may have been done to the exterior of the structure in that two of the doors along Calle Principal (one in each of the structures owned by the Church – see photos) appear to have been changed from the original, although no permit records have been found for these doors.

There are records that the Church did request a permit for renovations of the interior of the structure, including construction of doorways in the structure in October of 2009. The Church had just purchased the structure in order to expand its office facilities in the adjacent structure it owned immediately to the south. Construction was to consist of installing a new doorway between the structures, adding new partitions and changing walls in several rooms to create office space, and to install a new doorway from the outside on the north side of the structure. Discussion appears to have centered primarily on whether the changes requested would change the historical character of the structure. This request was denied by the Planning Commission, but appealed by the Church and approved by the BOT on October 13, 2009 (see attached application and BOT minutes). Although it appears that work was done to the interior of the structure, it does not appear that the Church installed the doorway in the north wall of the structure.

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

# Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select S

Maps

Legend

## Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400279](#)

Parcel Number: 4006137202433

Owner: SAN ALBINO PARISH INC

Mail Address: PO BOX 26

Subdivision:

Property Address: 2270 CALLE  
PRINCIPAL

Acres: 0.21999541

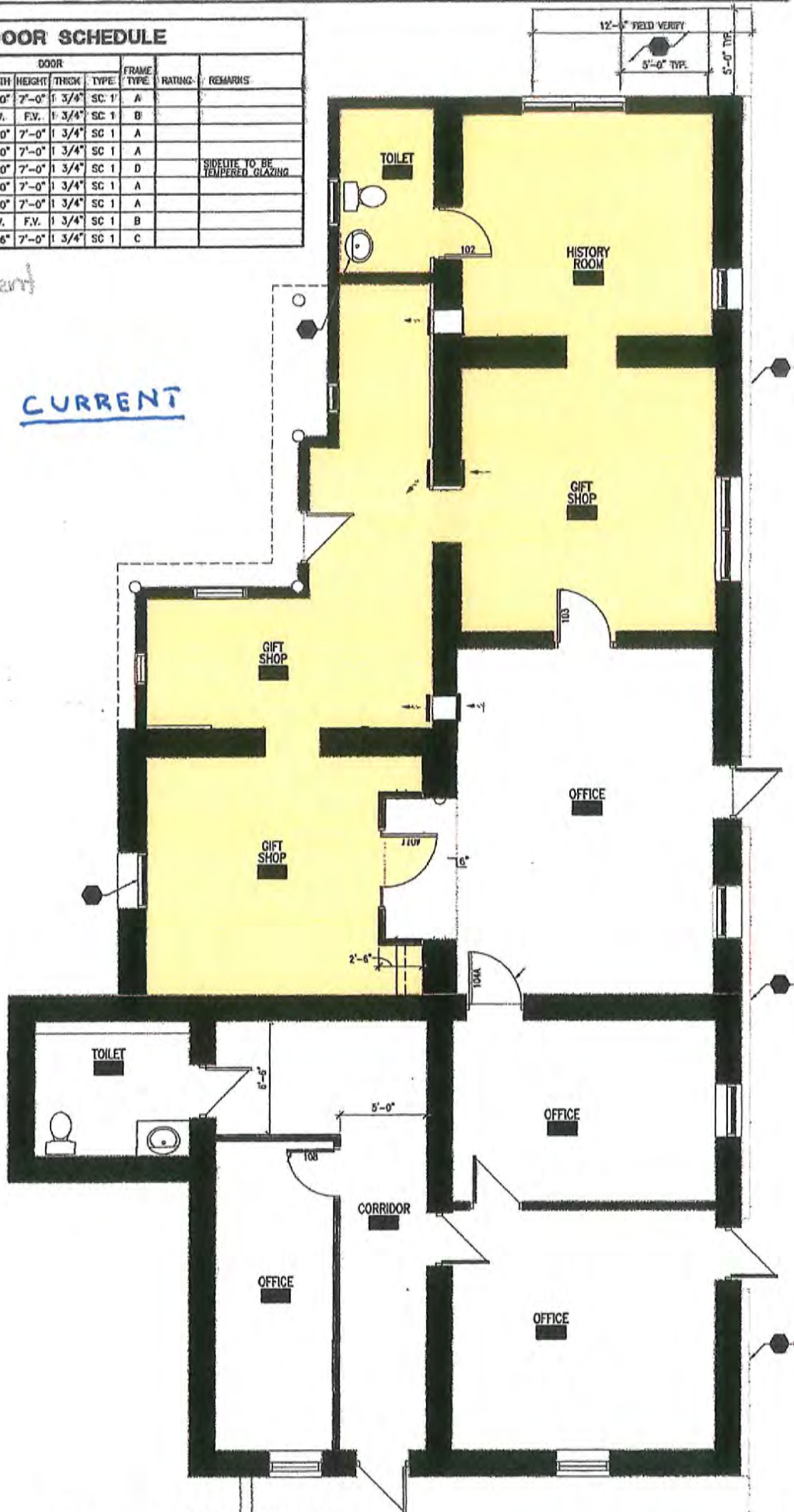


### DOOR SCHEDULE

DOOR						
WIDTH	HEIGHT	THICK	TYPE	FRAME TYPE	RATING	REMARKS
3'-0"	7'-0"	1 3/4"	SC 1	A		
F.V.	F.V.	1 3/4"	SC 1	B		
3'-0"	7'-0"	1 3/4"	SC 1	A		
3'-0"	7'-0"	1 3/4"	SC 1	A		
3'-0"	7'-0"	1 3/4"	SC 1	D		SIDELITE TO BE TEMPERED GLAZING
3'-0"	7'-0"	1 3/4"	SC 1	A		
3'-0"	7'-0"	1 3/4"	SC 1	A		
F.V.	F.V.	1 3/4"	SC 1	B		
2'-6"	7'-0"	1 3/4"	SC 1	C		

Current

CURRENT



A3

### FLOOR PLAN

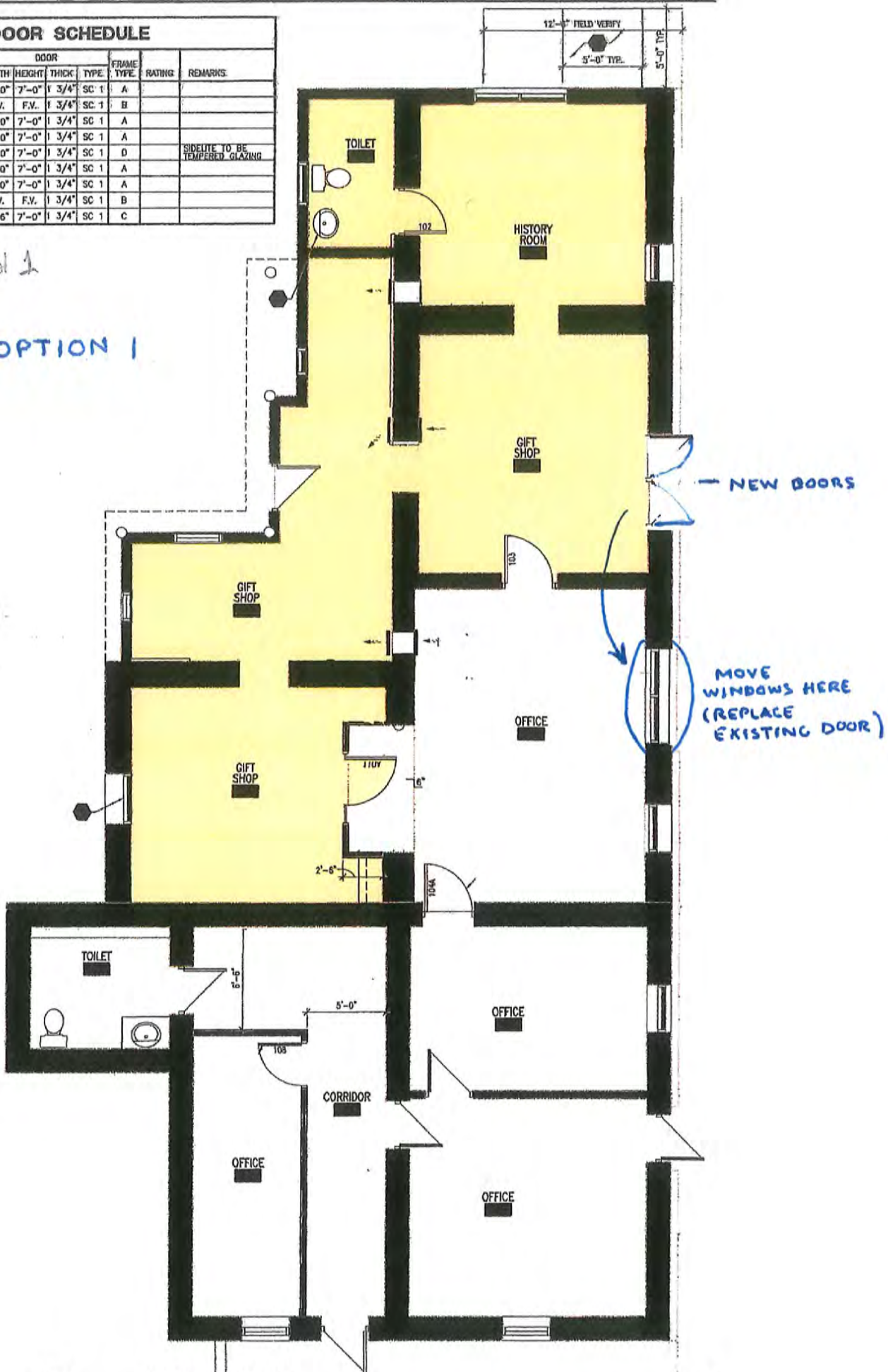
SCALE: 1/4"=1'-0"



DOOR SCHEDULE						
DOOR						
WIDTH	HEIGHT	THICK	TYPE	FRAME TYPE	RATING	REMARKS
3'-0"	7'-0"	3/4"	SC 1	A		
F.V.	F.V.	3/4"	SC 1	B		
3'-0"	7'-0"	3/4"	SC 1	A		
3'-0"	7'-0"	3/4"	SC 1	A		
3'-0"	7'-0"	3/4"	SC 1	D		SIDELITE TO BE TEMPERED GLAZING
3'-0"	7'-0"	3/4"	SC 1	A		
3'-0"	7'-0"	3/4"	SC 1	A		
F.V.	F.V.	3/4"	SC 1	B		
2'-6"	7'-0"	3/4"	SC 1	C		

Proposal 1

OPTION 1

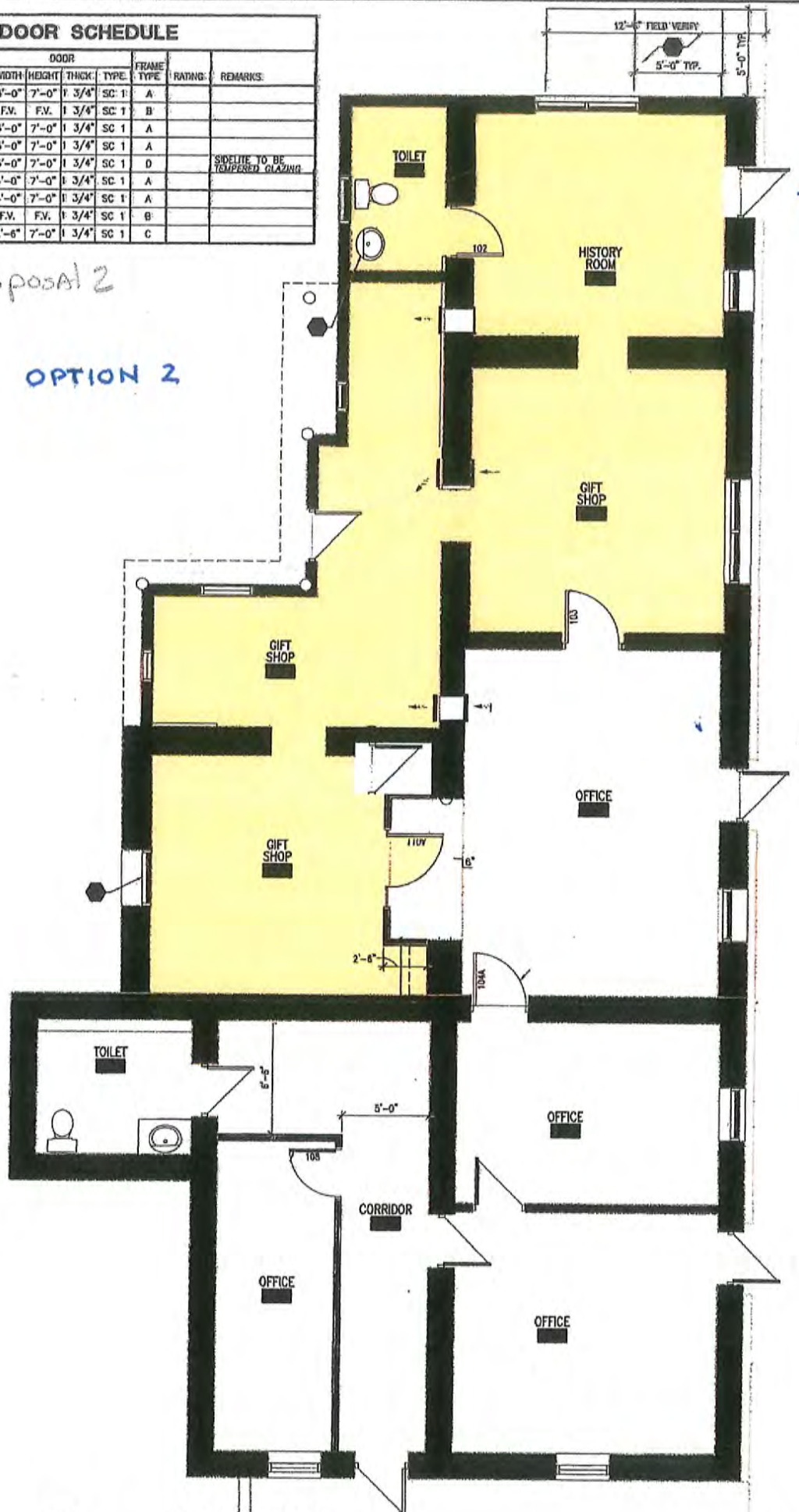


**DOOR SCHEDULE**

DOOR		THICK	TYPE	FRAME TYPE	RATING	REMARKS
WIDTH	HEIGHT					
3'-0"	7'-0"	1 3/4"	SC 1	A		
F.V.	F.V.	1 3/4"	SC 1	B		
3'-0"	7'-0"	1 3/4"	SC 1	A		
3'-0"	7'-0"	1 3/4"	SC 1	A		
3'-0"	7'-0"	1 3/4"	SC 1	D		SIDELITE TO BE TEMPERED GLAZING
3'-0"	7'-0"	1 3/4"	SC 1	A		
3'-0"	7'-0"	1 3/4"	SC 1	A		
F.V.	F.V.	1 3/4"	SC 1	B		
2'-6"	7'-0"	1 3/4"	SC 1	C		

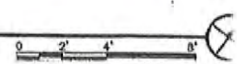
Proposal 2

OPTION 2



**A3 FLOOR PLAN**

SCALE: 1/4"=1'-0"





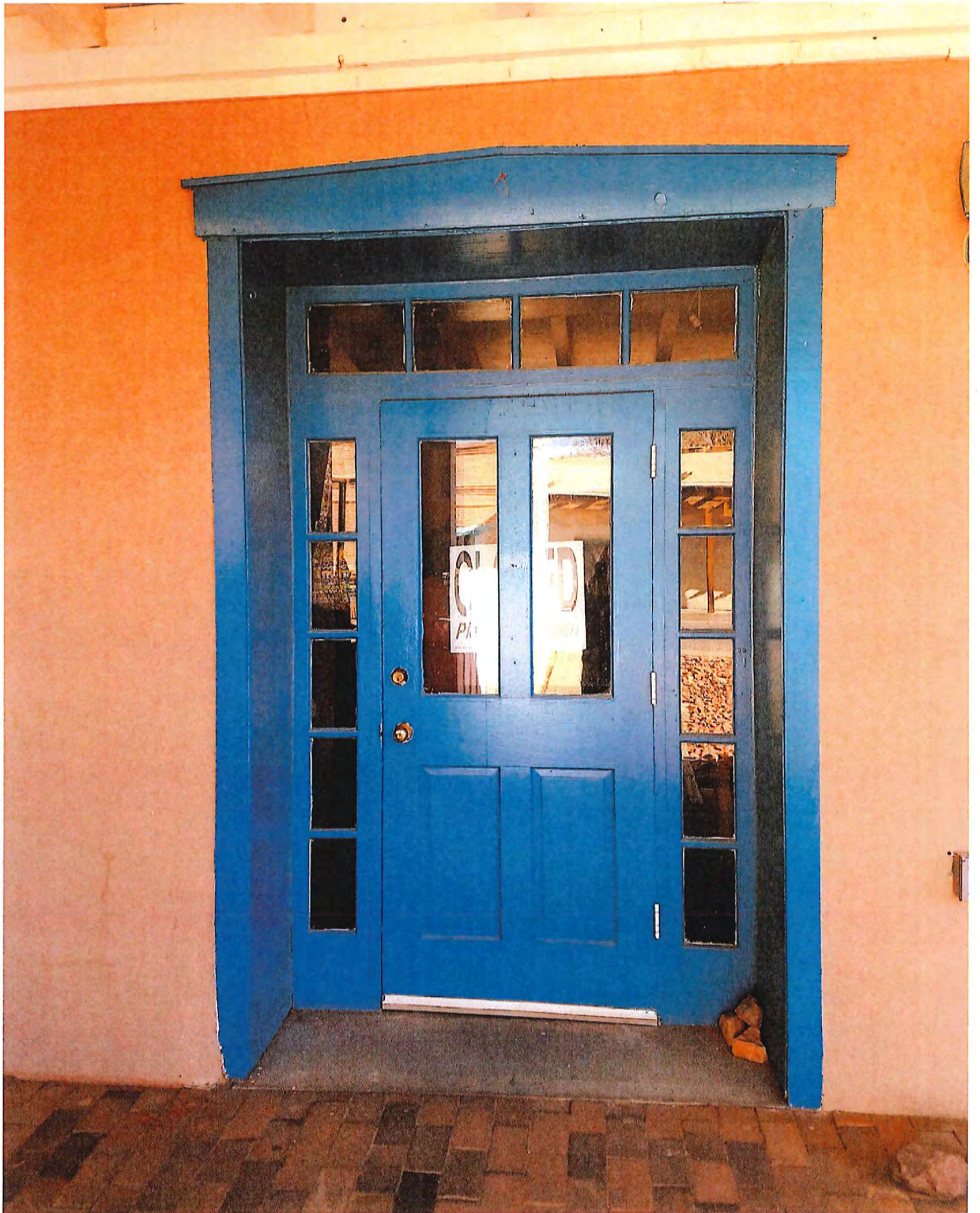


PHOTO OF CURRENT ENTRANCE TO STORE FROM CALLE DE PRINCIPAL



PHOTO OF FRONT OF STORE SHOWING **CURRENT** ENTRANCE AND **ALTERATIVE** ENTRANCES



**PHOTO OF WINDOW TO BE REPLACED BY NEW DOOR**



**PHOTO OF WALL SHOWING OTHER DOORS**



PHOTOS OF OTHER DOORS IN THE SAME WALL



**POSSIBLE WINDOW RELOCATIONS**



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

OFFICIAL USE ONLY:

Case # 060752

Fee \$ 10.80

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

CASE NO. 060752 ZONE: MC CODE: ACM APPLICATION DATE: 4/11/18

Basilica of San Albino 575-526-9349  
 Name of Applicant/Owner Applicant's Telephone Number

2270 Calle de Santiago Mesilla, NM 88046  
 Applicant's/Owner's Mailing Address City State Zip Code

basilica@sanalvino.org  
 Applicant's/Owner's E-mail Address

R Builders Inc (by Guerre Rodriguez) 4515 Lamur  
 Contractor's Name & Address (If none, indicate Self) Las Cruces

575-496-6980 42-1530507 86829  
 Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: 2270 Calle Principal

Description of Proposed Work:  
Remove a window and replace it  
with a door OR INSTALL A NEW DOORWAY

\$1000- [Signature] 4/11/18  
 Estimated Cost Signature of Applicant Date

Signature of property owner if applicant is not the property owner: \_\_\_\_\_

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

**FOR OFFICIAL USE ONLY**

PZHAC  Administrative Approval  BOT  Approved Date: \_\_\_\_\_  
 Approved Date: \_\_\_\_\_  Disapproved Date: \_\_\_\_\_  
 Disapproved Date: \_\_\_\_\_  Approved with Conditions  
 Approved with conditions

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

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

CONDITIONS: PZHAC REVIEW & BOT FINAL APPROVAL REQUIRED.

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

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

PZHAC MEETING

MINUTES

JULY 2, 2018

(PART OF CONSENT AGENDA)

PZHAC MEETING

MINUTES

JULY 6, 2018

(SPECIAL MEETING)

(PART OF CONSENT AGENDA)





## PZHAC MINUTES

**THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD A SPECIAL MEETING FRIDAY, JULY 6, 2018 AT 9:00 A.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.**

### I. PLEDGE OF ALLEGIANCE

### II. ROLL CALL AND DETERMINATION OF A QUORUM

*Commissioner Chair Hernandez and Commissioner Prieto were absent. All others were present. There was a quorum. Commissioner Lucero was acting Chair.*

### III. CHANGES/APPROVAL OF THE AGENDA

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

### IV. PUBLIC INPUT

*None*

### VI. OLD BUSINESS:

#### 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).** *Since the applicant was not present to answer questions about the case, this case was removed from the agenda and no decision was made.*

2. **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 provided a brief description of the case, stating that this meeting was being held at the request of the applicant to allow the applicant to present the results of a meeting with CID to determine what size and style of windows would be allowed. According to Tom Maese, Inspector for CID; and agreed to by the applicant, each window to be replaced can be replaced by a multi-pane window similar to the window being replaced. This would retain the individual character of the windows and maintain the historical aesthetics of the structure by keeping the windows from being too uniform in appearance.*

*Commissioner Houston made a motion to approve the case with non-uniform windows as proposed, seconded by Commissioner Nevarez, and approved by a vote of 3 - 0.*

### VII. PZHAC/STAFF COMMENTS

*None*

### VIII. ADJOURNMENT

*The meeting was adjourned about 9:37 am.*

PZHAC NEW BUSINESS

JULY 16, 2018

ADMINISTRATIVE APPROVALS

(PART OF CONSENT AGENDA)

**ADMINISTRATIVE APPROVAL  
BUILDING PERMIT REQUEST CASE 060750  
[PZHAC CONSENT AGENDA –7/16/2018]**

**Item:**

**Case 060750** – 1911 Calle de Cura, submitted by John McCatherin; a request for a building permit to allow the repair and replacement of a common wall that had been knocked down along the southern edge of the property. Zoned: Historic Residential (HR)

**Description of Work Done:**

The applicant is requesting this permit in order to rebuild a block wall that was common wall that was knocked down accidentally when the dwelling on the neighboring property was demolished. According to the applicant, the rebuilt wall will be built to the same dimensions and appearance as the original wall. There will be no changes. The applicant is aware that CID may require a permit for the work.

**Consistency with the Code:**

Since the applicant intends to rebuild the damaged wall to its original appearance, and there will not be any changes to the location, length or height of the wall; and the repairs are to rebuild a wall that was previously in place, review and approval of the permit is not required by the PZHAC or BOT. Also, since the work will not consist of any structural work or changes to heated/cooled areas of the structure, the permit may be approved administratively. [(15.15.030(B) - **Application for building permit, Administrative Approval**).**Administrative Approval Permit –“Applications that are minor repairs or maintenance and do not alter or create additions to structures (buildings), walls or any other permanent fixtures on site may be approved administratively by staff... Once all required information is provided, the community development staff may approve and issue the permit.”**]

**PHOTO OF THE STRUCTURE FROM CALLE DE SAN ALBINO**



# Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select S

Maps

Legend

## Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400391](#)

Parcel Number: 4006137324510

Owner: MCCATHERIN JOHN S &  
THERESA J

Mail Address: PO BOX 979

Subdivision:

Property Address: 1911 CALLE DE  
CURA

Acres: 0.20408632



**TOWN OF MESILLA**  
**APPLICATION FOR RESIDENTIAL BUILDING PERMIT**  
2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (505)524-3262 extension 109

060750  
\$100.00

CASE NO. 060750 ZONE: HR CODE: M APPLICATION DATE: 7/5/18

John McCatherin *Please call*  
575-993-4413  
Name of Applicant Telephone Number

1911 Calle De Cura Mesilla NM  
88046  
Street Address City State Zip Code

Contractor Name and Address

Contractor Telephone Number Contractor Tax I.D. Number Contractor License #

LOCATION & DESCRIPTION OF PROPOSED WORK: Replace common wall between Bustimante property and 1911 Calle De Cura

Estimated Cost:

\$5000

*[Signature]*  
Signature of Applicant

Date: 7/5/2018

*With the exception of administrative approvals, all permit applications 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.*

PZHAC  Administrative Approval  
 Approved  
 Disapproved  
 Approved with conditions

BOT  Approved  
 Disapproved  
 Approved with condition

CONDITIONS: WALL TO REPLACE WALL THAT HAD BEEN KNOCKED DOWN

FEE: REVIEW: \_\_\_\_\_ ISSUE DATE: \_\_\_\_\_

PERMIT: \_\_\_\_\_ ISSUE DATE: \_\_\_\_\_

This application includes:

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. Foundation Plan with details
3. Floor Plans showing rooms, their uses and dimensions
4. Cross Sections of walls.
5. Roof and floor framing plan. (If manufactured trusses, submit layout of trusses and stamped engineer design plan.)
6. Drainage plan.
7. Architectural style and color scheme (Historical and commercial zones only.)
8. Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from Public Utility providing water service.)

**ADMINISTRATIVE APPROVAL  
BUILDING PERMIT REQUEST CASE 060753  
[PZHAC CONSENT AGENDA – 7/16/2018]**

**Item:**

**Case 060753** – 2547 Calle del Norte, submitted by Rosalina Contreras; a request for a building permit to repair a screen door and several window screens on a dwelling at this address. Zoned: Historical Residential (HR)

**Description of Work Done:**

The applicant will repair the existing woodwork around the front door and on several window screens on a dwelling at this address that were damaged in a recent wind storm. The repairs will consist of restoring or replacing the wood frames around the door and window screens to their original condition and appearance, replacing the frames as needed. According to the applicant, there will be no changes to the appearance of the structure other than repairing the frames. These are repairs only and will not affect the appearance of the dwelling.

**Consistency with the Code:**

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

**PHOTO OF THE DWELLING FROM CALLE DEL OESTE**



# Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select S

Maps

Legend

## Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400157](#)

Parcel Number: 4006137001472

Owner: CONTRERAS ROSA LINA

Mail Address: PO BOX 743

Subdivision:

Property Address: 2547 CALLE DEL NORTE

Acres: 0.23999082



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

**OFFICIAL USE ONLY:**  
 Case # 060753  
 Fee \$ any 0.00

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

CASE NO. 060753 ZONE: HR CODE: M APPLICATION DATE: 7/10/18

Rosalina Contreras (575) 635-0871  
 Name of Applicant/Owner Applicant's Telephone Number

P.O. Box 743 Mesilla NM 88046  
 Applicant's/Owner's Mailing Address City State Zip Code

rosalina.2652@gmail.com  
 Applicant's/Owner's E-mail Address

Window World 300 N. Telshor Suite 100 Las Cruces, NM 88011  
 Contractor's Name & Address (If none, indicate Self)

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

2547 Calle del Norte  
 Address of Proposed Work:

Replace doors and screens (REPAIR DAMAGE)  
 Description of Proposed Work:

\$ 200.00 Estimated Cost  
Rosalina Contreras Signature of Applicant  
07/10/2018 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: REPAIR DOOR AND SCREENS DAMAGED BY RECENT WIND STORM  
ZH  
7/10/18

PERMISSION **ISSUED** DENIED BY: ZH ISSUE DATE: 7/10/18

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



**ADMINISTRATIVE APPROVAL  
BUILDING PERMIT REQUEST CASE 060754  
[PZHAC CONSENT AGENDA – 7/16/2018]**

**Item:**

**Case 060754** – 2155 Calle de Los Huertos, submitted by Paul and Cheryl Blevins; a request for a building permit to repair the roof on a dwelling at this address. Zoned: Historical Residential (HR)

**Description of Work Done:**

The applicant will repair several leaks in the roof of a dwelling at this address. Repairs will consist of applying a sealant to various parts of the roof as needed, as well as adding a covering to the parapets around the roof. According to the applicant, there will be no changes to the appearance of the structure due to the fact that this is a flat roof, and there will be no changes to the type of materials originally used.

**Consistency with the Code:**

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

**PHOTO OF THE DWELLING FROM CALLE DE LOS HUERTOS**



# Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select S

Maps

Legend

## Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0401147](#)

Parcel Number: 4006137073468

Owner: BUCKINGHAM ROBERT  
WILLIAM

Mail Address: PO BOX Y

Subdivision: USRS TR 11A-155A ,  
11A-155B1 , 11A-155B2 , ETC.

REPLAT #1

Property Address:

Acres: 0.41000918



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

OFFICIAL USE ONLY:  
Case # 060754  
Fee \$ 62.00

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

CASE NO. 060754 ZONE: HR CODE: RR APPLICATION DATE: 7/10/18

Name of Applicant/Owner: Cheryl Blevins Applicant's Telephone Number: 575-639-0931  
 Applicant's/Owner's Mailing Address: P.O. Box 443 Mesilla NM State: NM Zip Code: 88046  
 Applicant's/Owner's E-mail Address: spotblev@earthlink.net  
 Contractor's Name & Address (if none, indicate Self): A:A ROOFING  
 Contractor's Telephone Number: 496-9119 Contractor's Tax ID Number: \_\_\_\_\_ Contractor's License Number: \_\_\_\_\_  
 Address of Proposed Work: 2155 Calle de los Huertos  
 Description of Proposed Work: repair roof Parapet

Estimated Cost: \$ 1600.00 Signature of Applicant: [Signature] Date: 7-10-18

Signature of property owner if applicant is not the property owner: \_\_\_\_\_

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

FOR OFFICIAL USE ONLY

PZHAC  Administrative Approval BOT  Approved Date: \_\_\_\_\_  
 Approved Date: \_\_\_\_\_  Disapproved Date: \_\_\_\_\_  
 Disapproved Date: \_\_\_\_\_  Approved with Conditions  
 Approved with conditions

FIRE INSPECTION/APPROVAL REQUIRED: YES  NO  SEE CONDITIONS

CID PERMIT/INSPECTION REQUIRED: YES  NO  SEE CONDITIONS

CONDITIONS: NO CHANGES TO STRUCTURE  
[Signature]

PERMISSION ISSUED/DENIED BY: [Signature] ISSUE DATE: 7/10/18

This Application will include the following, if checked:

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

PZHAC NEW BUSINESS

JULY 16, 2018

PZHAC DECISIONS

BUILDING PERMITS

**PZHAC ACTION FORM**  
**BUILDING PERMIT 060736**  
**[PZHAC REVIEW – 7/16/18]**  
**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 construction of the carport 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 and the various issues have been addressed, 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 or that there are certain issues that cannot or will not be addressed 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 and that any major issues with the carport can be corrected.

**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 at this address.
- The PZHAC has determined that the proposed carport meets all applicable Code requirements.

**PZHAC OPTIONS:**

- Recommend approval of the application to the BOT.
- Recommend approval of the application to the BOT with conditions.
- Reject the application.

**PZHAC ACTION:**

# Doña Ana County, NM

General Reference Maps

2014 Aerial

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Maps

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## 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



**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 060741**  
**[PZHAC REVIEW – 7/16/18]**  
**STAFF ANALYSIS**

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

**Item:**

**Case 060741:** 2652 Calle Primera, submitted by Samuel Kane, a request for a building permit to construct a four-foot-high flat-topped rock wall along the southern edge of the property, and a six-foot-high rock wall in the back yard and along part of the western edge of a residential property 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 walls 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 walls 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: \$1,500.00**

**Consistency with the Code:**

The PZHAC will need to determine that the proposed walls 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 building rock walls on a residential property at this address.
- The PZHAC has determined that the proposed walls will meet all applicable Code requirements.

**PZHAC OPTIONS:**

- Recommend approval of the application to the BOT.
- Recommend approval of the application to the BOT with conditions.
- Reject the application.

**PZHAC ACTION:**



# Doña Ana County, NM

General Reference Maps

2014 Aerial

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## 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: [R0400604](#)

Parcel Number: 4006138245038

Owner: KANE SAMUEL I

Mail Address: 1018 E AMADOR

Subdivision: SOUTHWEST ADDITION  
TO MESILLA 201

Property Address: 2652 CALLE  
PRIMERA

Acres: 0.11999541



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

OFFICIAL USE ONLY:

Case # 060741  
 Fee \$ 68.00

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

CASE NO. 060741 ZONE: HR CODE: \_\_\_\_\_ APPLICATION DATE: \_\_\_\_\_

Samuel Kane \_\_\_\_\_ 575-496-6044  
 Name of Applicant/Owner Applicant's Telephone Number

POB 849 Mesilla NM 88046  
 Applicant's/Owner's Mailing Address City State Zip Code

Sam\_kane@yahoo.com  
 Applicant's/Owner's E-mail Address

Planned - Home owner will build  
 Contractor's Name & Address (If none, indicate Self)

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

Address of Proposed Work: 2652 Calle Primera, Mesilla NM 88046

Description of Proposed Work: 6 foot Rock wall with Flat top

\$1,500.00 Samuel L. Kane June 15, 2018  
 Estimated Cost Signature of Applicant Date

Signature of property owner if applicant is not the property owner: Samuel L. Kane

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: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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 of 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 060748**  
**[PZHAC REVIEW – 7/16/18]**  
**STAFF ANALYSIS**

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

**Item:**

**Case 060748** – 2729 Calle de San Albino, submitted by Natalie B. Ogaz, a request for a building permit to construct a new residence 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 dwelling is 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 dwelling will 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 dwelling will be consistent with the construction of storage structures 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 new dwelling at this address.
- The PZHAC has determined that the proposed dwelling meets all applicable Code requirements.

**PZHAC OPTIONS:**

- Recommend approval of the application to the BOT.
- Recommend approval of the application to the BOT with conditions.
- Reject the application.

**PZHAC ACTION:**

# Doña Ana County, NM

General Reference Maps

2014 Aerial

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## 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: [R0400390](#)

Parcel Number: 4006137322516

Owner: BUSTAMANTE IGNACIO &  
NATALIA TRTEES BUSTAMANTE  
FAMILY TRUST

Mail Address: 2300 W UNION

Subdivision:

Property Address: 2729 CALLE DE  
SAN ALBINO

Acres: 0.13000459



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

OFFICIAL USE ONLY:

Case # 060748

Fee \$ 237.00 (TOD)

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

CASE NO. 060748 ZONE: UR CODE: NR APPLICATION DATE: 7/9/18

Name of Applicant/Owner: Natalie B Ogas Applicant's Telephone Number: 575 680 8864  
 Applicant's/Owner's Mailing Address: P.O. Box 457 City: Mesilla State: NM Zip Code: 88046

Applicant's/Owner's E-mail Address: \_\_\_\_\_  
 Contractor's Name & Address (If none, indicate Self): 2729 Calle de San Albino Cross Town Contractor

Contractor's Telephone Number: \_\_\_\_\_ Contractor's Tax ID Number: \_\_\_\_\_ Contractor's License Number: \_\_\_\_\_  
 Address of Proposed Work: 2729 Calle de San Albino  
 Description of Proposed Work: new house

Estimated Cost: \$2001.00 (TOD (150000 City)) Signature of Applicant: Natalie B Ogas Date: Jun 25, 2018  
 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: \_\_\_\_\_ 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: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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 060752**  
**[PZHAC REVIEW – 7/16/18]**  
**STAFF ANALYSIS**

**(Decision to be based on information presented during the Work Session – Item 4)**

**Item:**

**Case 060752** – 2270 Calle Principal, submitted by R. Builders Inc. for the Las Cruces Diocese; a request for a building permit to allow the installation of an exterior door on the religious store at this address, across from the church. Zoned: Historical Commercial (HC).

**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 one of the proposed alternatives is 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 neither alternative will 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 if either alternative will be consistent with the historic character of existing structure and the area. 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 installing a new entrance at this address.
- The PZHAC has determined that the proposed entrance meets all applicable Code requirements.

**PZHAC OPTIONS:**

- Recommend approval of the application to the BOT.
- Recommend approval of the application to the BOT with conditions.
- Reject the application.

**PZHAC ACTION:**

# Doña Ana County, NM

General Reference Maps

2014 Aerial

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County Address Points

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## 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: [R0400279](#)

Parcel Number: 4006137202433

Owner: SAN ALBINO PARISH INC

Mail Address: PO BOX 26

Subdivision:

Property Address: 2270 CALLE  
PRINCIPAL

Acres: 0.21999541



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

OFFICIAL USE ONLY:

Case # 060752

Fee \$ 10.80

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

CASE NO. 060752 ZONE: MC CODE: ACM APPLICATION DATE: 4/11/18

Basilica of San Albino 575-526-9349  
 Name of Applicant/Owner Applicant's Telephone Number

2270 Calle de Santiago Mesilla, NM 88046  
 Applicant's/Owner's Mailing Address City State Zip Code

basilica@sanalvino.org  
 Applicant's/Owner's E-mail Address

R Builders Inc (by Guerre Rodriguez) 4515 Lamur  
 Contractor's Name & Address (If none, indicate Self) Las Cruces

575-496-6980 42-1530507 86829  
 Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: 2270 Calle Principal

Description of Proposed Work:  
Remove a window and replace it  
with a door OR INSTALL A NEW DOORWAY

\$1000- [Signature] 4/11/18  
 Estimated Cost Signature of Applicant Date

Signature of property owner if applicant is not the property owner: \_\_\_\_\_

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

**FOR OFFICIAL USE ONLY**

PZHAC  Administrative Approval  BOT  Approved Date: \_\_\_\_\_  
 Approved Date: \_\_\_\_\_  Disapproved Date: \_\_\_\_\_  
 Disapproved Date: \_\_\_\_\_  Approved with Conditions  
 Approved with conditions

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

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

CONDITIONS: PZHAC REVIEW & BOT FINAL APPROVAL REQUIRED.

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

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



**PZHAC ACTION FORM**  
**BUILDING PERMIT REQUEST CASE 060747**  
**[PZHAC REVIEW – 7/16/18]**  
**STAFF ANALYSIS**

**Item:**

**Case 060747** – 2231 Calle de Parian, submitted by Eric and Teresa Sanchez; a request for a building permit to replace a door and a gate on a dwelling at this address. Zoned: Historical Residential (HR).

**Staff Analysis:**

The applicant would like to replace an exterior door at the front of the dwelling at this address with a door that is more appropriate to the style of the dwelling. The door will be similar to that shown in the attached photo, without the transom shown in the photo. The door being replaced is an old wooden door that was used to replace a door with glass panels about three years ago. (The door with glass panels was not the original door in this spot either.)

The applicant would also like to replace an old weathered plywood gate at the east side of the dwelling with a more substantial wooden gate having a style similar to that shown in the attached photo. The new gate will also be more in style with the historical character of the structure. (The applicant has been in touch with Dr. Lynette Pollari, architect for the State SHPO, and has been consulting with her about appropriate styles and replacements for the dwelling that will be in line with SHPO's recommendations for the renovation of historical structures such as this.)

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 also been replaced. However, there are portions of the structure that do not appear to have been substantially modified since the inventory was taken, although there appear to have been a number of changes that have taken place prior to the inventory being taken. A permit was just approved that will allow the applicant to replace a number of windows on the structure, provided that the replacement windows retain the appearance of the windows they are replacing. Additionally, if the proposed replacement of the door and the gate are done in conformance with the recommendations of the Secretary of the Interior (see attached), there should be no changes to the historical character of the structure or property.

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.

**Estimated Cost: @ \$2,500.00**

**Consistency with the Code:**

The PZHAC will need to determine that the proposed structure, when finished, will be consistent with Chapter 18.33 (Historical Preservation) and Chapter 18.35 (HR – Residential – Cultural – Historical Zone) 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 recommend approval of this request to the BOT.
- The proposed work consists of a replacing an exterior door and a gate in a residential structure in the Historic Residential (HR) zone.
- The proposed replacement will be historically appropriate for both the structure and the area
- The proposed addition meets all applicable Code requirements.

**PZHAC OPTIONS:**

1. Recommend approval of application to the BOT.
2. Recommend approval of application with conditions to the BOT.
3. Reject the application.

**PZHAC ACTION:**

# Doña Ana County, NM

General Reference Maps

2014 Aerial

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## 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



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

13. FIELD MAP

14. NUMBER: 2236a

15. UTM REFERENCE NUMBER  
ZONE: 13 EASTING: 324857 NORTHING: 3571950

17. CITY/TOWN: Mesilla 18. ZIP

19. LAND GRANT OR RESERVATION

20. I.D. #: 18320201

22. ROLL: 91 NEG #: 30

24. LOCATION OF NEG.



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

26. NUMBER OF STORIES: one

27. ARCHITECTURAL STYLE: territorial

28. FOUNDATION MATERIAL(S): Mesilla 80040

29. EXTERIOR WALL SURFACE(S): textured brown stucco

30. WINDOW REGISTRATION (TYPE, DIVISIONS, SURROUNDS/SILLS/ARRANGEMENTS): 6 thru, wood sashes, wood surrounds with pedimented wood casement windows - 1 lite per each casement

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

32. ROOF(S) (NUMBER/SHAPE/MATERIAL DETAILS): Flat with high level parapet

33. PORCHES (NUMBER/EXTERIOR-INTERIOR/MATERIALS): none observed

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

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

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

37. ARCHITECT/ENGINEER/BUILDER

38. SOURCE OF INFORMATION

39. PRESENT USE: store/residence

40. HISTORIC SIGNIFICANCE: / troop's garrison

41. CONDITION:  GOOD  FAIR  DETERIORATED

42. DEGREE OF REMODELING:  MODERATE  MAJOR

43. IMMEDIATE SURROUNDINGS: school/commercial/residential

44. RELATION TO SURROUNDINGS:  SIMILAR  NOT SIMILAR

45. ARCHITECTURAL CONTRIBUTION TO SURROUNDINGS:  PLUS  NEUTRAL  MINUS

46. OVERALL SIGNIFICANCE:  NATIONAL  STATE  LOCAL  NONE

47. ASSOCIATED BUILDINGS?:  YES  NO

48. WHAT TYPE?

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

50. 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)

**VIEW OF PROPERTY FROM CALLE DE PARIAN SHOWING DOOR TO BE REPLACED**



**VIEW OF PROPERTY FROM CALLE DE PARIAN SHOWING DOOR TO BE REPLACED**

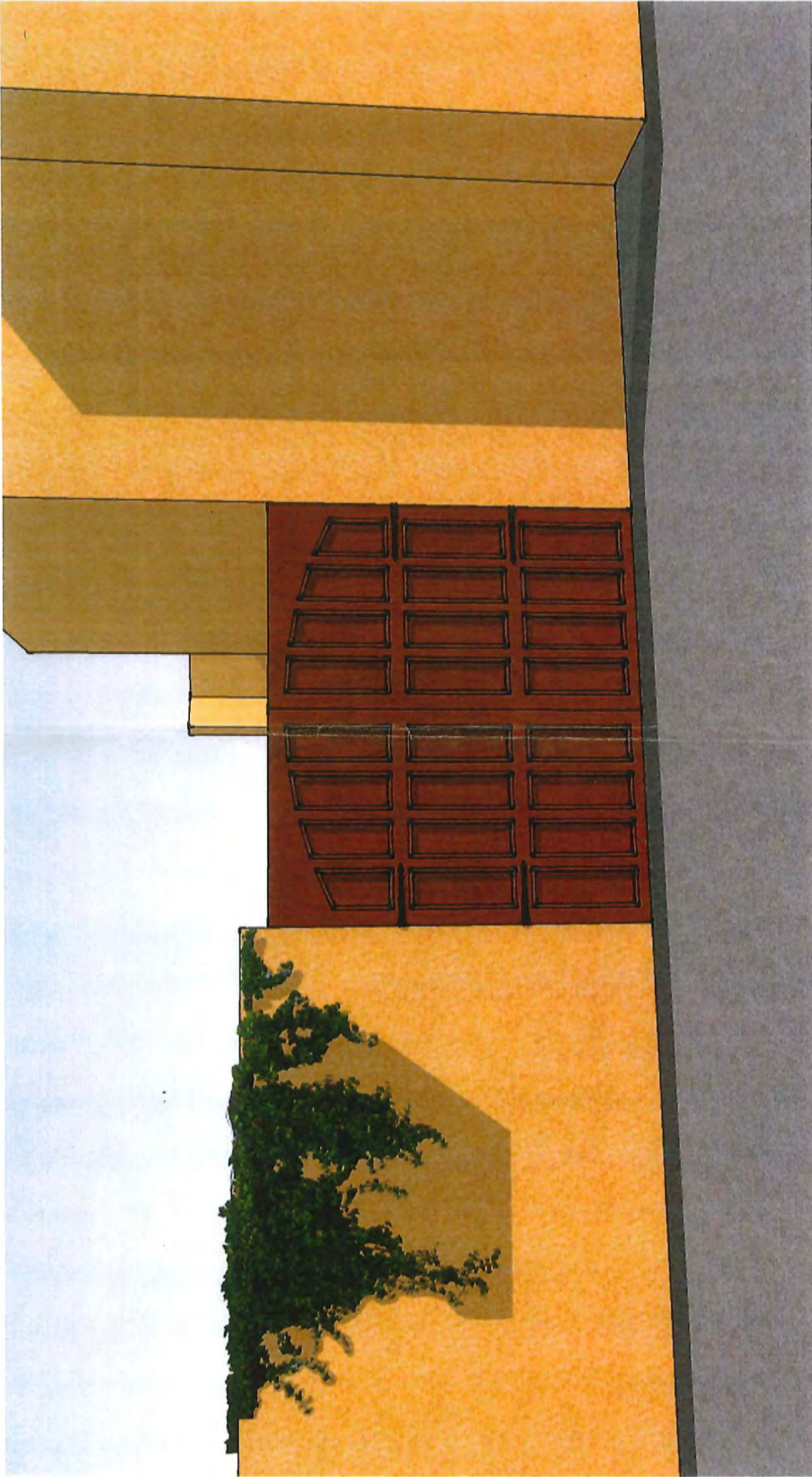




SANCHEZ RESIDENCE  
EAST WALL & GATE



DRAFTING BY:  
1615 S. SOLANO DR.  
LAS CRUCES, NM 88001    Email: [csn@nava-techinc.com](mailto:csn@nava-techinc.com)









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

OFFICIAL USE ONLY:

Case # 060747

Fee \$ 80.00

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

CASE NO. 060747 ZONE: HC CODE: M1 APPLICATION DATE: 7/8/18

ERIC AND TERESA SANCHEZ 915 313-1973  
 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

etmss@aol.com  
 Applicant's/Owner's E-mail Address

SUN KISTA CONST 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

2231 CALLE DE PARIAN  
 Address of Proposed Work:

REPAIRING GATE TO NEW PER PHOTO  
FRONT DOOR PER PHOTO  
 Description of Proposed Work:

\$ 2,500.00 [Signature] 7/8/18  
 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: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

JULY 16, 2018

PZHAC DECISIONS

BUSINESS REGISTRATIONS

**PZHAC ACTION FORM**  
**BUSINESS REGISTRATION REQUEST**  
**[PZHAC REVIEW – 7/16/2018]**  
**STAFF ANALYSIS**

**Item:**

**Permit 0715** – 2355 Calle de Guadalupe, submitted by Heather Salopek for “Legacy Pecans and Company”; a request for a business license to allow the applicant to operate a retail gift shop at a dwelling at this address. Zoned: Historical Commercial (HC).

**Description of Business:**

The purpose of the application is to allow the applicant to move into a soon-to-be vacant part of a commercial structure on Calle de Guadalupe. The operation will consist of the retail sale of pecan products, boutique items, and gifts. This is a use that is allowed in the Historical Commercial district, and is similar to other uses that have been allowed by the PZHAC at this location in the past. (This business replaces a gift shop (“Heart of the Desert Pecans and Wines”) that was recently at this location. The proposed use 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 for a commercial retail operation in the Historic Commercial district, and is consistent with all applicable sections of the MTC. There will be no changes to the structure. This portion of the structure was originally designed and built for use as a commercial facility, and the structure has been used for commercial operations since its construction.

The requested license will not result in any changes to the external physical elements or style of the structure. There will be some cosmetic changes to the interior of the structure. Existing parking facilities for the structure appear to be adequate for the proposed uses.

**Findings of Fact:**

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

**PZHAC OPTIONS:**

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

**PZHAC ACTION:**

**PHOTO OF LOCATION FROM CALLE DE GUADALUPE**



# Doña Ana County, NM

General Reference Maps

2014 Aerial

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## 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: [R0400329](#)

Parcel Number: 4006137247444

Owner: DOUBLE EAGLE DE MESILLA  
INC

Mail Address: PO BOX 905

Subdivision:

Property Address: 2379 CALLE DE  
GUADALUPE

Acres: 0.18000459



# Town of Mesilla Business Registration Application

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



OFFICIAL USE ONLY:

Business License #: 0715

## PLEASE TYPE OR PRINT

Business Registration Application is:  New  Renewal

Name of Business

Name of Applicant

MAILING Address

City  State  Zip

PHYSICAL Address of Business

Business Phone  Alternate Phone

E-mail Address

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

Property Owner Name

Property Owner Address

City  State  Zip

Property Owner Phone

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

Square Footage of Business

Number of Employees

Number of Parking Spaces

Zoning Code

### Business Applicant Is:

- Sole Proprietorship  
 Partnership  
 Corporation

Current NM CRS Tax ID

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

2231 Avenida de Mesilla P.O. Box 10 Mesilla, NM 88046  
Phone: (575) 524-3262 Fax: (575) 541-6327

PLEASE FILL OUT OTHER SIDE

### Emergency Contact Information

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

Contact 1	Marcie Salopek	Phone Number	575-642-0083
Address		5448 Snow Road, Las Cruces, NM 88005	
Contact 2	Dustin Salopek	Phone Number	575-642-0077
Address		5615 Snow Road, Las Cruces, NM 88005	
Contact 3		Phone Number	
Address			

Do you have an alarm system?  Yes  No

If yes, what kind?  What company responds?

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

Signature of Applicant Heather Salopek Date 07/06/2018

Signature of Building Owner C.W. [Signature] Date 7/06/18

#### OFFICE USE ONLY

Receipt Number	<input type="text"/>	Date of Payment	<input type="text"/>	<input type="checkbox"/> Utility service verified with utility department
Case Number	<u>0715</u>	PZHAC Approval Date	<u>7/16/18</u>	
Sign Permit Case #	<u>060746</u>	BOT Approval Date	<input type="text"/>	
Zone	<u>MC</u>	Renewal Date	<u>3/15/19</u>	

#### Fire Department Inspection Verification

Fire Department Signature \_\_\_\_\_

Inspection Date \_\_\_\_\_ Approved  Yes  No

CRS Verification of Location Code



PZHAC NEW BUSINESS

JULY 16, 2018

PZHAC DECISIONS

SIGN PERMITS

**PZHAC ACTION FORM**  
**SIGN REQUEST**  
**[PZHAC REVIEW]**  
**“Legacy Pecans and Company”**

**STAFF ANALYSIS**

**Item:**

**Case 060746** – 2355 Calle de Guadalupe, submitted by Heather Salopek for “Legacy Pecans and Company”; a request for a permit to install a 7.07 square foot two sided hanging sign at this address. Zoned: Historical Commercial (HC).

**Description of Work to be Done:**

The applicant would like to install a round two sided hanging sign that will be 3 feet in diameter (about 7 square feet) on the outside wall of a shop to be at this address (see attached diagram and photos). The sign will be vinyl with black-and-white lettering.

**Consistency with the Code:**

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

**18.65.150 Projecting signs (hanging sign)**

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

**(The proposed wall sign will be at least 7 feet above the sidewalk.)**

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

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

**(The proposed hanging sign will project only 3.5 feet from the wall and will be only about 7 square feet per side.)**

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

**(The wrought iron bracket used to hang the sign will not have any guy wires or other supports.)**

**Findings of Fact:**

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of installing a 7 square foot per side two sided round hanging sign on the side of a business at this address.
- The subject property is zoned Historical Commercial (HC)
- The proposed sign will not have negative impacts on the surrounding businesses in the area.
- The proposed sign will be consistent with the Code.

**PZHAC ACTION:**

SIGN LOCATION



# Doña Ana County, NM

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## 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: [R0400329](#)

Parcel Number: 4006137247444

Owner: DOUBLE EAGLE DE MESILLA  
INC

Mail Address: PO BOX 905

Subdivision:

Property Address: 2379 CALLE DE  
GUADALUPE

Acres: 0.18000459





July 6



OFFICIAL USE ONLY:

Case # 060746

Fee \$ 14.00

CASE NO. 060746 ZONE: HC APPLICATION DATE: 7/5/18

LEGACY PECANS & CO. 575.524.1362

Business Name Business Telephone Number

2355 CAVE DE GUADALUPE MESILLA, NM 88046

Business Address City State Zip Code

HEATHER SALOPEK 575.642.0071

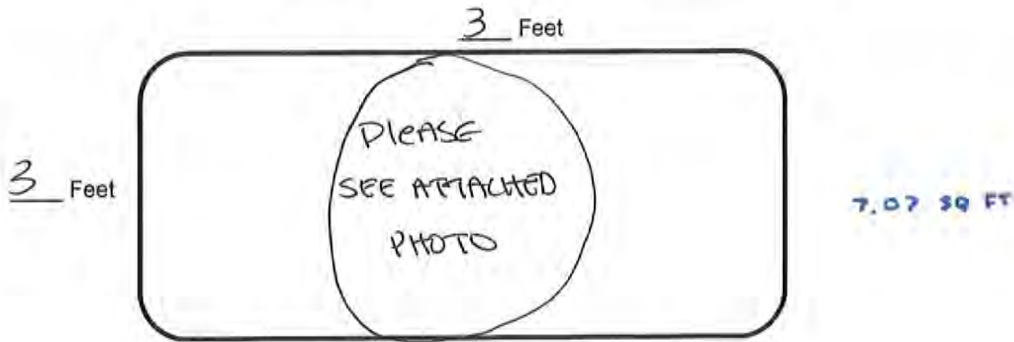
Applicant Name Applicant Telephone/Cell Number

5620 SNOW RD LAS CRUCES, NM 88005

Mailing Address City State Zip Code

Description of sign: ROUND Vinyl Sign with white lettering

Please include dimensions, lettering, shape, material, texture, colors, and/or finish to be used on the diagram below.



Colors: Black & white,

FOR OFFICAL USE ONLY

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

CONDITIONS: \_\_\_\_\_

PERMIT ISSUED BY: \_\_\_\_\_ ISSUE DATE: \_\_\_\_\_

**PZHAC ACTION FORM**

**SIGN REQUEST**

**[PZHAC REVIEW]**

**“The Messy Arrow”**

**STAFF ANALYSIS**

**Item:**

**Case 060751** – 2309B Calle de San Albino, submitted by Isabelle Bencomo for “The Messy Arrow”; a request for a permit to install a 4.00 square foot two sided hanging sign at this address. Zoned: Historic Commercial (HC).

**Description of Work to be Done:**

The applicant would like to install a rectangular two sided hanging sign that will be 1.3 feet by 3 feet (4 square feet) per side on the outside wall of a shop to be at this address (see attached diagram and photos). The sign will be PVC and vinyl with black lettering on a white background.

**Consistency with the Code:**

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

**18.65.150 Projecting signs (hanging sign)**

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

**(The proposed wall sign will be at least 7 feet above the sidewalk.)**

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

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

**(The proposed hanging sign will project only 3.5 feet from the wall and will be only about 4 square feet per side.)**

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

**(The wrought iron bracket used to hang the sign will not have any guy wires or other supports.)**

**Findings of Fact:**

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of installing a 1.3 by 3 foot (4 square feet) per side two sided hanging sign on the side of a business at this address.
- The subject property is zoned Historical Commercial (HC)
- The proposed sign will not have negative impacts on the surrounding businesses in the area.
- The proposed sign will be consistent with the Code.

**PZHAC ACTION:**

PHOTO OF LOCATION





# Doña Ana County, NM

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Median Household Income

General Land Ownership

Account Number: [R0400318](#)

Parcel Number: 4006137236430

Owner: TAFOYA LARRY R & VIOLA P

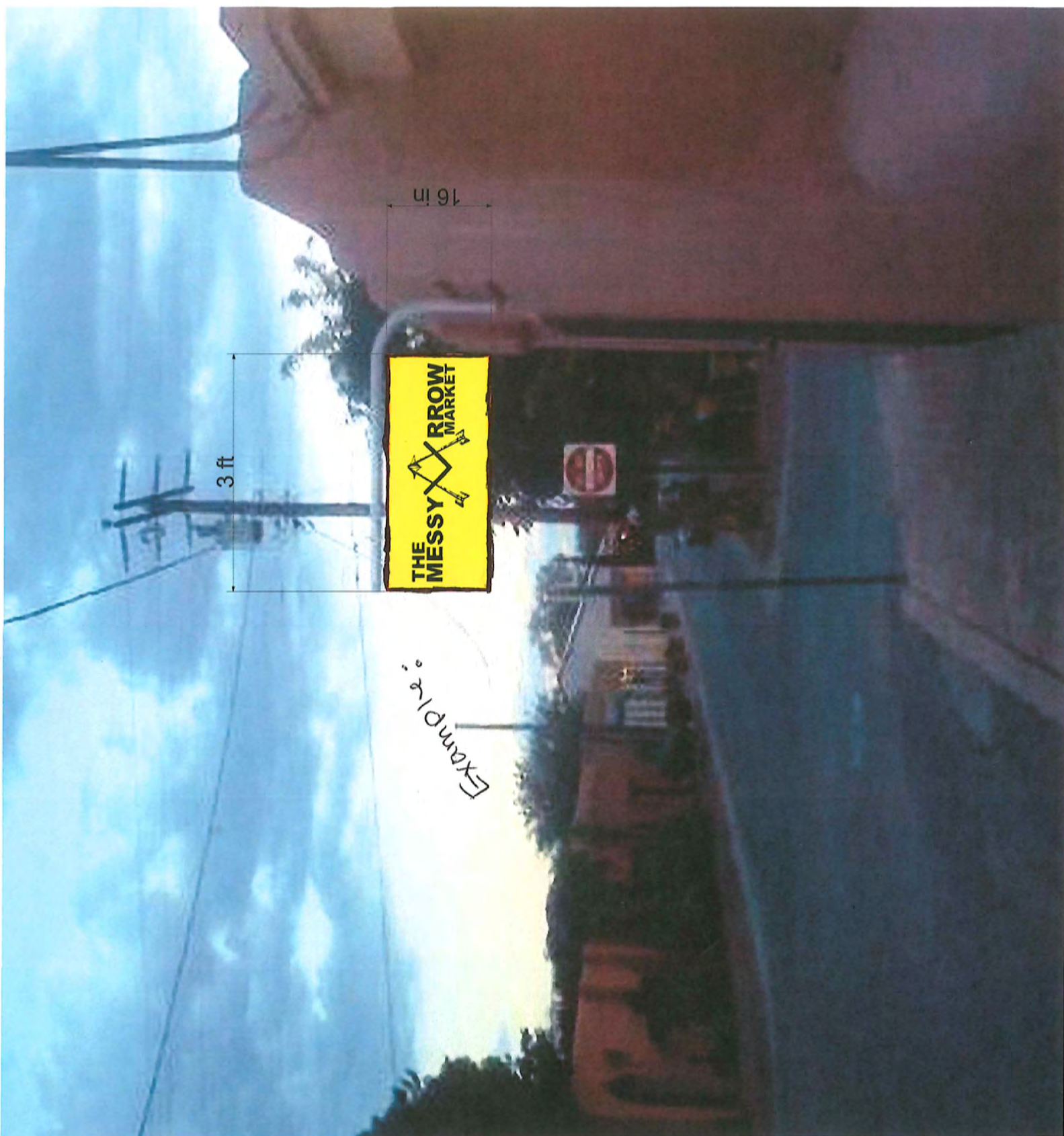
Mail Address: PO BOX 1315

Subdivision:

Property Address: 2309 CALLE DE  
GUADALUPE #UNIT A-B

Acres: 0.2





Example 2



OFFICIAL USE ONLY:

Case # 060751

Fee \$ 16.00

CASE NO. \_\_\_\_\_ ZONE: \_\_\_\_\_ APPLICATION DATE: 6/28/2018

The Messy Arrow  
Business Name

(575) 332-8592  
Business Telephone Number

2309 B Calle De San Albino Mesilla NM  
Business Address City State

88046  
Zip Code

Isabelle Bencomo  
Applicant Name

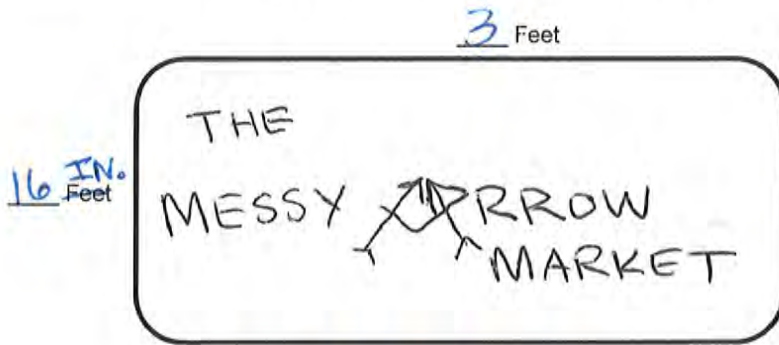
(951) 750-3921  
Applicant Telephone/Cell Number

PO Box 509 Mesilla NM  
Mailing Address City State

88046  
Zip Code

Description of sign: It states "The Messy Arrow Market" in black letters with a yellow background & a black outline

Please include dimensions, lettering, shape, material, texture, colors, and/or finish to be used on the diagram below.



Lettering: Arial  
 Shape: Rectangle  
 Material: 1/2 in pvc material w/ 2 in high performance vinyl for color & layout  
 Texture: vinyl  
 Colors/Finish: Black & yellow.

Colors: Black & yellow

FOR OFFICAL USE ONLY

- PZHAC
- Administrative Approval
  - Approved Date: \_\_\_\_\_
  - Disapproved Date: \_\_\_\_\_
  - Approved with conditions

- BOT
- Approved Date: \_\_\_\_\_
  - Disapproved Date: \_\_\_\_\_
  - Approved with Conditions

CONDITIONS: \_\_\_\_\_

PERMIT ISSUED BY: \_\_\_\_\_ ISSUE DATE: \_\_\_\_\_