



PZHAC WORK SESSION

AGENDA

AUGUST 6, 2018

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD A WORK SESSION, MONDAY, AUGUST 6, 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 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 3: 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 Calle Principal from the church (**Case 060752**). Zoned: Historical Commercial (HC)

Item 4: submitted by Andrea Bryan; a request to discuss plans to replace a window with a door, to install a portico front entrance, and to construct a four foot high wall across part of a front yard on a property at 2557 Calle de Parian.(**Cases 060763 and 060769**). Zoned: Historical Residential (HR)

PZHAC REGULAR MEETING

AGENDA

AUGUST 6, 2018

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD ITS REGULARLY SCHEDULED MEETING MONDAY, AUGUST 6, 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 16, 2018.

B. *ADMINISTRATIVE APPROVAL

Building Permits

1. **Case 060750** – 2941 Estrada Road, submitted by Victor Contreras; a request for a building permit to move a temporary fence to a rear property line on a property at this address. Zoned: Rural Agricultural (RA)
2. **Case 060758** – 2526 Snow Road, submitted by Brad Foreman; a request for a building permit to allow an electrical upgrade and the installation of solar panels on a dwelling at this address. Zoned: Rural Farm (RF)
3. **Case 060761** – 1986 Calle de Cura, submitted by Dianne Moore; a request for a building permit to allow an electrical upgrade and the replacement of an evaporative cooler with a refrigerated air conditioner on a dwelling at this address. Zoned: Historical Residential (HR)
4. **Case 060766** – 2941 Estrada Road, submitted by Victor Contreras; a request for a building permit to replace two exterior doors on a dwelling at this address. Zoned: Rural Agricultural (RA)
5. **Case 060767** – 1013 Calle de El Paso, submitted by R.J. Bombach; a request for a building permit to reroof a dwelling at this address. Zoned: Rural Farm (RF)
6. **Case 060768** – 1910 Calle de Parian, submitted by Lillian Grijalva; a request for a building permit to temporarily cover part of a leaking flat roof with a tarp while funding for repairs is being obtained for a commercial structure at this address. Zoned: Historical Commercial (HC)

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 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 2)**
3. **Case 060749** - 1560 Calle de El Paso, submitted by Raul Rodriguez, a request for a building permit to allow construction of an open free standing carport on a residential property at this address. Zoned: rural Agricultural (RA)
4. **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 3)**
5. **Case 060747** – 2631 Calle de Santa Ana, submitted by Christina R. Zamarripa; a request for a building permit to allow a wooden fence to be installed on a residential property at this address. Zoned: Historical Residential (HR)
6. **Case 060762** – 2547 Calle del Norte, submitted by Rosalina Contreras; a request for a building permit to replace windows, doors, and screens on a dwelling at this address. Zoned: Historic Residential (HR)
7. **Case 060763** – 2557 Calle de Parian, submitted by Andrea Bryan; a request for a building permit to allow the construction of a wall across part of the front yard of a residential property at this address. Zoned: Historical Residential (HR) **(Discussed during Work Session – Item 4)**
8. **Case 060764** – 2355 Calle de Guadalupe, submitted by Tenniel and Heather Salopek; a request for a building permit to allow the replacement of a front door and repainting of window trim on a commercial shop at this address. Zoned: Historical Commercial (HC)
9. **Case 060765** – 1366 Paisano Road, submitted by Eric Hamilton, a request for a building permit to construct an addition to an existing dwelling on the property at this address. Zoned: Rural Farm (RF)
10. **Case 060769**– 2557 Calle de Parian, submitted by Andrea Bryan; a request for a building permit to allow the replacement of a window with a door and a small portico over the door on a dwelling at this address. Zoned: Historical Residential (HR) **(Discussed during Work Session – Item 4)**
11. **Case 060771** – 2799 Calle del Sur, submitted by Martin Serna; a request for a building permit to construct a fence and storage shelter at the southeast corner of a vacant property at this address. Zoned: Rural Farm (RF)

Business Permits

12. **Permit 0716** – 2200 North Union Avenue, submitted by Debra Vance for “Debra Vance’s Art”; a request for a business license to allow the applicant to operate an artist’s studio as a home occupation at a dwelling at this address. Zoned: Rural Farm (RF)

Special Use Permit

*** A PUBLIC HEARING MUST BE HELD PRIOR TO ACTION ON THE FOLLOWING SUP.***

13. **SUP18-002** – Submitted by Anna Biad, a request for a Special Use Permit to allow a for profit private school to expand into a building on an adjacent property at 1750 Avenida de Mercado, formerly occupied by a proposed day care center (“Round Table Academy”). Zoned: General Commercial (C).

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 8/3/18 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

AUGUST 6, 2018

WORK SESSION

**PZHAC WORK SESSION
AUGUST 6, 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.)

This case was finally heard by the PZHAC at a Work Session held July 16, 2018 and tabled in order to allow the applicant to provide staff with a copy of a survey for the property. A survey done in February, 2008 was provided showing the property line to be located 20 feet 1.2 inches from the southeast corner of the dwelling. Using this dimension, staff was able to measure the distance from the dwelling to the property line and determined that the uprights for the garage are about 2 inches inside the south property line. The front of the rock wall that runs across the front of the property appears to be on the property line, and the front edge of the roof appears to be on the property line, or very close to it. The north edge of the carport is about 1.5 feet from the front of the dwelling (see photos). There are no other structures in the immediate area that have less than a three foot setback.

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



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400537](#)

Parcel Number: 4006138181078

Owner: RIOS MARIA L

Mail Address: 2472 W CALLE DE CURA

Subdivision:

Property Address: 2472 CALLE DE CURA

Acres: 0.06000918



VIEWS OF THE CARPORT FROM CALLE DE CURA



VIEWS OF FRONT UPRIGHT WITH RESPECT TO WALL



VIEWS SHOWING DISTANCE FROM DWELLING



OTHER CARPORTS AND SIMILAR STRUCTURES IN THE AREA

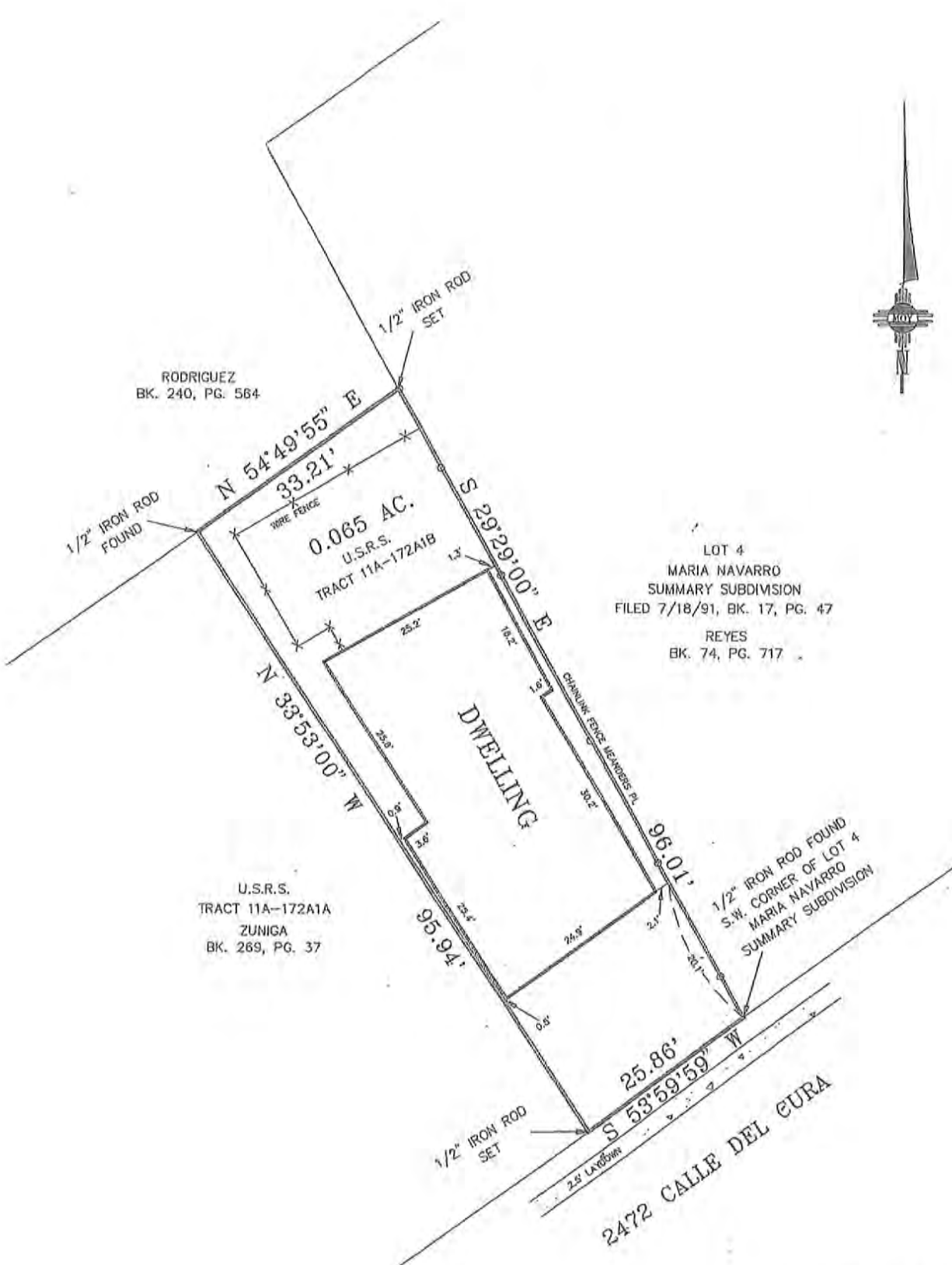


OTHER CARPORTS IN THE AREA



OTHER CARPORTS IN THE AREA





RODRIGUEZ
BK. 240, PG. 564

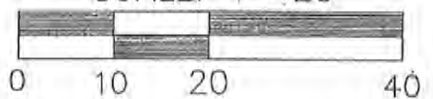
LOT 4
MARIA NAVARRO
SUMMARY SUBDIVISION
FILED 7/18/91, BK. 17, PG. 47
REYES
BK. 74, PG. 717

U.S.R.S.
TRACT 11A-172A1A
ZUNIGA
BK. 269, PG. 37

1/2" IRON ROD FOUND
S.W. CORNER OF LOT 4
MARIA NAVARRO
SUMMARY SUBDIVISION



SCALE: 1"=20'

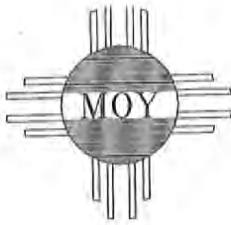


NOTES:

FLOOD ZONE "X"; AREAS DETERMINED TO BE OUTSIDE 500-YEAR FLOOD PLAIN, IN MAP NO. 35013C0633 E, EFFECTIVE SEPTEMBER 27, 1991.

INFORMATION IN THE PREPARATION OF THIS PLAT DERIVES FROM DEED FILED 4/11/79, IN BOOK 255, PAGE 109, DONA ANA COUNTY RECORDS.

"INDEXING INFORMATION FOR COUNTY CLERK"
PROPERTY OWNER: RIOS



MOY SURVEYING, INC.

414 N. DOWNTOWN MALL, LAS CRUCES, N.M. 88001
PHONE: (505) 525-9683 - FAX: (505) 524-3238

FEBRUARY 8, 2000

DESCRIPTION OF A 0.065 ACRE TRACT

A tract of land situate in the Town of Mesilla, Dona Ana County, New Mexico, in Section 36, T.23S., R.1E., N.M.P.M. of the U.S.R.S. Surveys, being U.S.R.S. Tract 11A-1721Ab and more particularly described as follows, to wit:

Beginning at a ½" iron rod found on the North line of Calle Del Cura for the Southeast corner of the tract herein described; being identical to the Southeast corner of Lot 4, Maria Navarro Summary Subdivision, filed July 18, 1991, in Book 17, Page 47, Dona Ana County records;

Thence from the point of beginning and along the North line of Calle Del Cura, S.53°59'59"W., 25.86 feet to a ½" iron rod set for the Southwest corner of this tract;

Thence leaving the North line of Calle Del Cura, N.33°53'00"W., 95.94 feet to a ½" iron rod found for the Northwest corner of this tract;

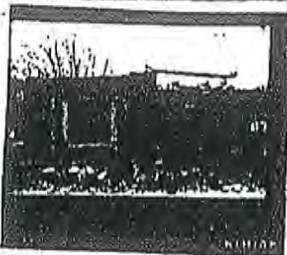

Thence N.54°49'55"E., 33.21 feet to a ½" iron rod set for the Northeast corner of this tract;

Thence partially along a chainlink fence, S.29°29'00"E., 96.01 feet to the point of beginning, containing 0.065 acre of land, more or less. Subject to any easements and restrictions of record.

Information in the preparation of this description derives from Deed filed April 11, 1979, in Book 255, Pages 109, Dona Ana County records. A plat was prepared under Job #00-0070. Field Notes by Moy Surveying, Inc., License No. 5939.

Job #00-0070



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 2/22/80 TP	3. BY	4. CHECK DATE	5. BY	6. COMPUTER DATE	7. BY		8. FILE DATE	9. BY	10. REVISION DATE	11. BY	
13. COUNTY Doña Ana		13. FIELD MAP 2452		14. NUMBER			15. UTM REFERENCE NUMBER 13 330850 3571450 ZONE EASTING NORTHING				
16. SPECIFIC LOCATION Second house West of N.W. corner of Calle Cuarta + Pavinta							17. CITY/TOWN Mesilla 18. ZIP 88046		20. I.D.# 183202390		22. ROLL # 94
20. LEGAL DESCRIPTION: TOWNSHIP NS RANGE EW SECTION 1/4 1/4 1/4						19. LAND GRANT OR RESERVATION Mesilla Civil Colony		24. LOCATION OF NEG.			
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. 138-121-078					
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 Restored ca. 50 years old - from Mary Frances Leslie											
35. ESTIMATED DATE OF CONSTRUCTION 1920's			36. ACTUAL			45. IMMEDIATE SURROUNDINGS 1722					
37. SOURCE OF DATE						46. RELATION TO SURROUNDINGS <input checked="" type="checkbox"/> SIMILAR <input type="checkbox"/> NOT SIMILAR					
38. ARCHITECT/ENGINEER/BUILDER						47. ARCHITECTURAL CONTRIBUTION TO SURROUNDINGS <input checked="" type="checkbox"/> PLUS <input type="checkbox"/> NEUTRAL <input type="checkbox"/> MINUS					
39. SOURCE OF INFORMATION						48. OVERALL SIGNIFICANCE <input type="checkbox"/> NATIONAL <input type="checkbox"/> STATE <input checked="" type="checkbox"/> LOCAL <input type="checkbox"/> NONE					
40. NAME						49. ASSOCIATED BUILDINGS? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO					
41. PRESENT USE 42. HISTORIC } Res.						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					
44. 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 **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 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
AUGUST 6, 2018
ITEM 2**

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 PZHAC determined that although the proposed dwelling appeared to be a "Ranch" style, it did not appear to be similar in character to other dwellings in the area due to size and height. A second issue was that since the setback at the rear of the dwelling was under five feet, there could be no openings (doors, windows, etc.) in the rear wall, according to Tommy Maese, CID inspector. Also, the applicant was informed that the color of the metal roof would need to be either grey or red, the only two colors approved by the Town for metal or corrugated roofs.

The applicant has provided a new set of plans for the dwelling that addresses these concerns by lowering the roof height to 15 feet at the top of the ridge, and reconfiguring the back wall to meet Building Code requirements (see attached plans). Additionally, the applicant has provided a completed questionnaire for the "Ranch" style (attached).

The PZHAC will need to determine if the new design of the proposed dwelling 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

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: [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



PHOTO OF SUBJECT PROPERTY



PHOTOS OF THE DWELLING BEING REPLACED



PHOTOS OF OTHER DWELLINGS IN THE AREA



PHOTOS OF OTHER DWELLINGS IN THE AREA



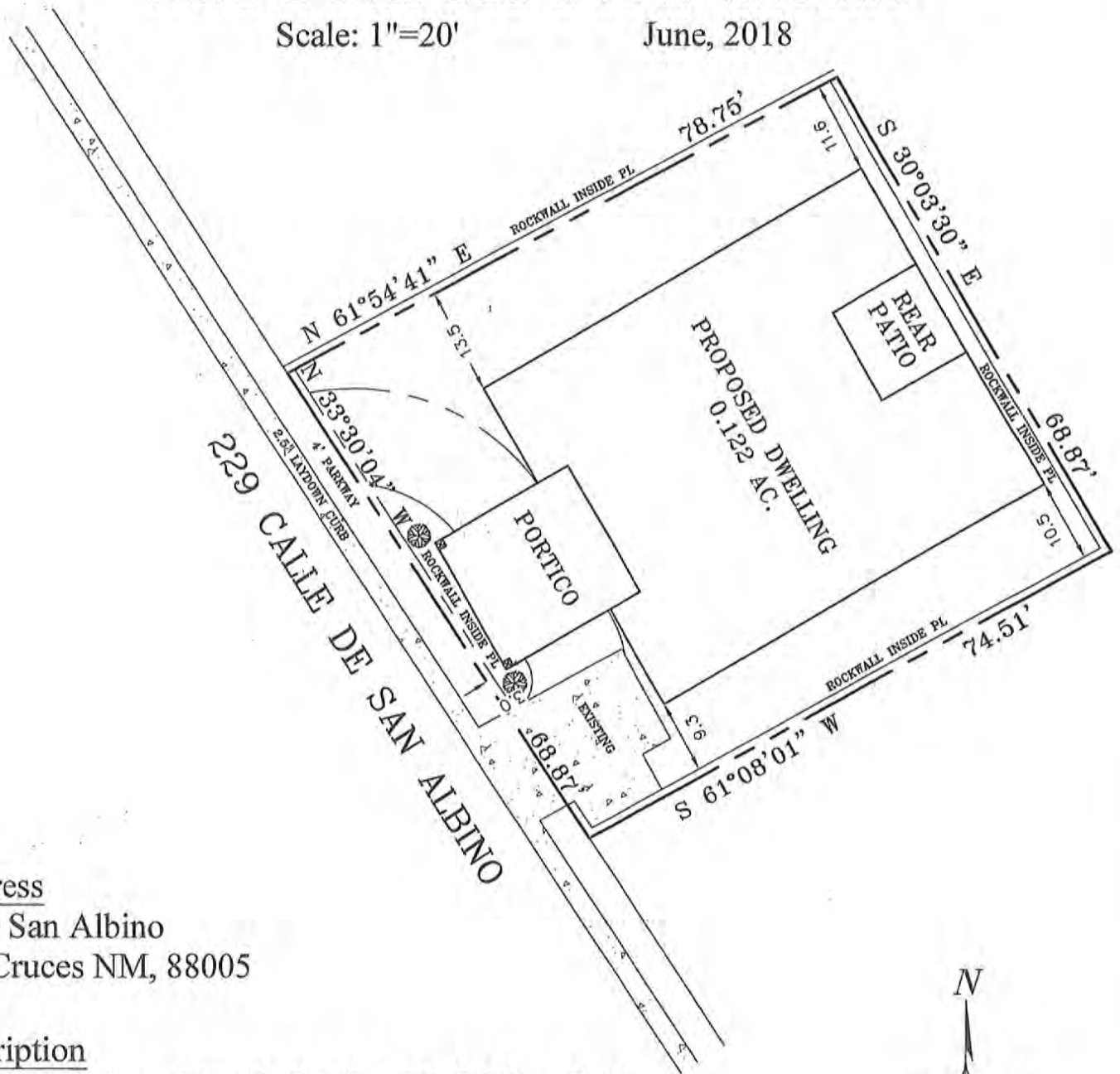
PHOTOS OF OTHER DWELLINGS IN THE AREA



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

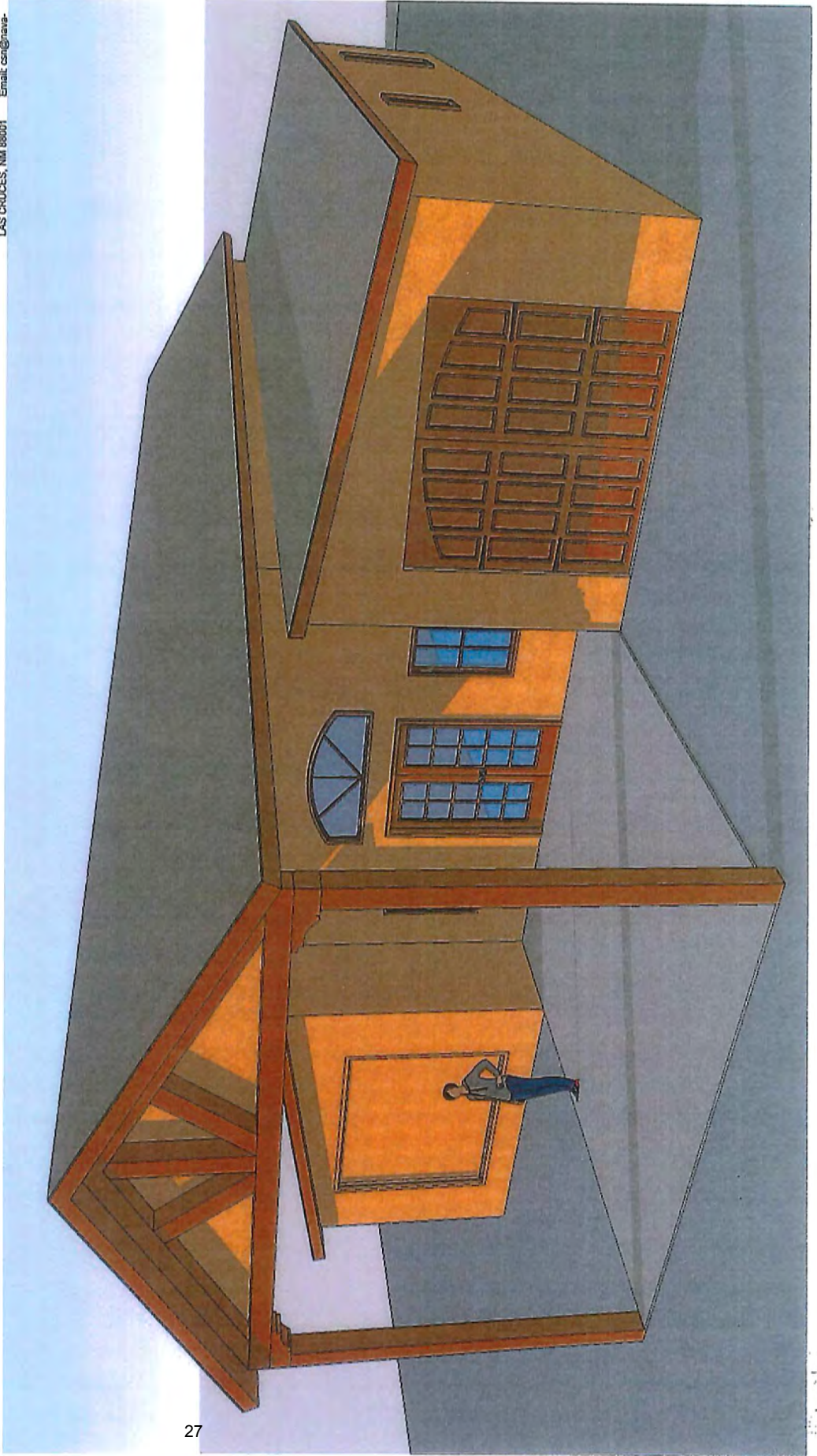


SCALE: 1" = 20'

OGAZ RESIDENCE
CONCEPTUAL PERSPECTIVE

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

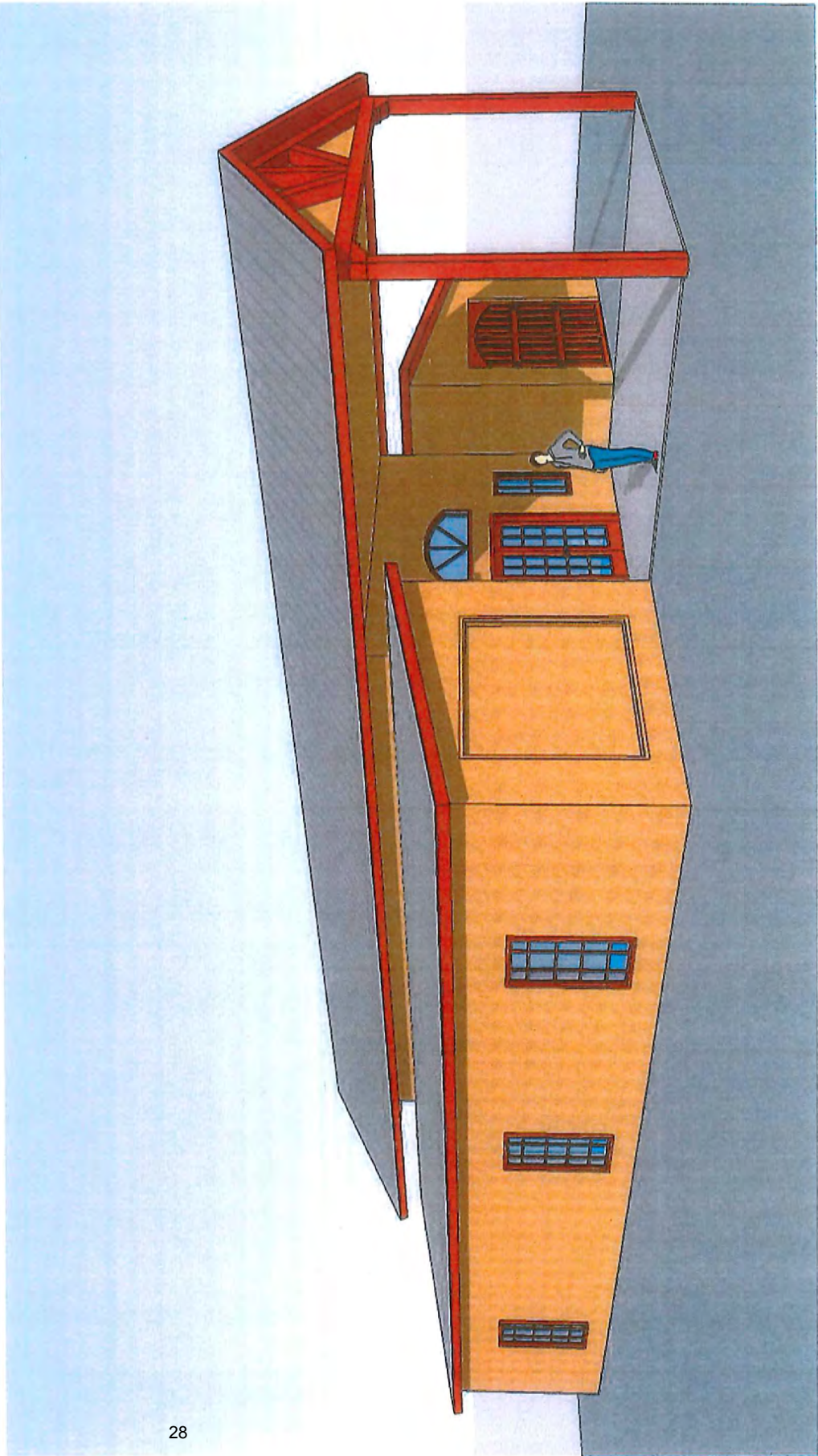
1615 S. SOLANO DR.
LAS CRUCES, NM 88001 Email: csn@navatech.com

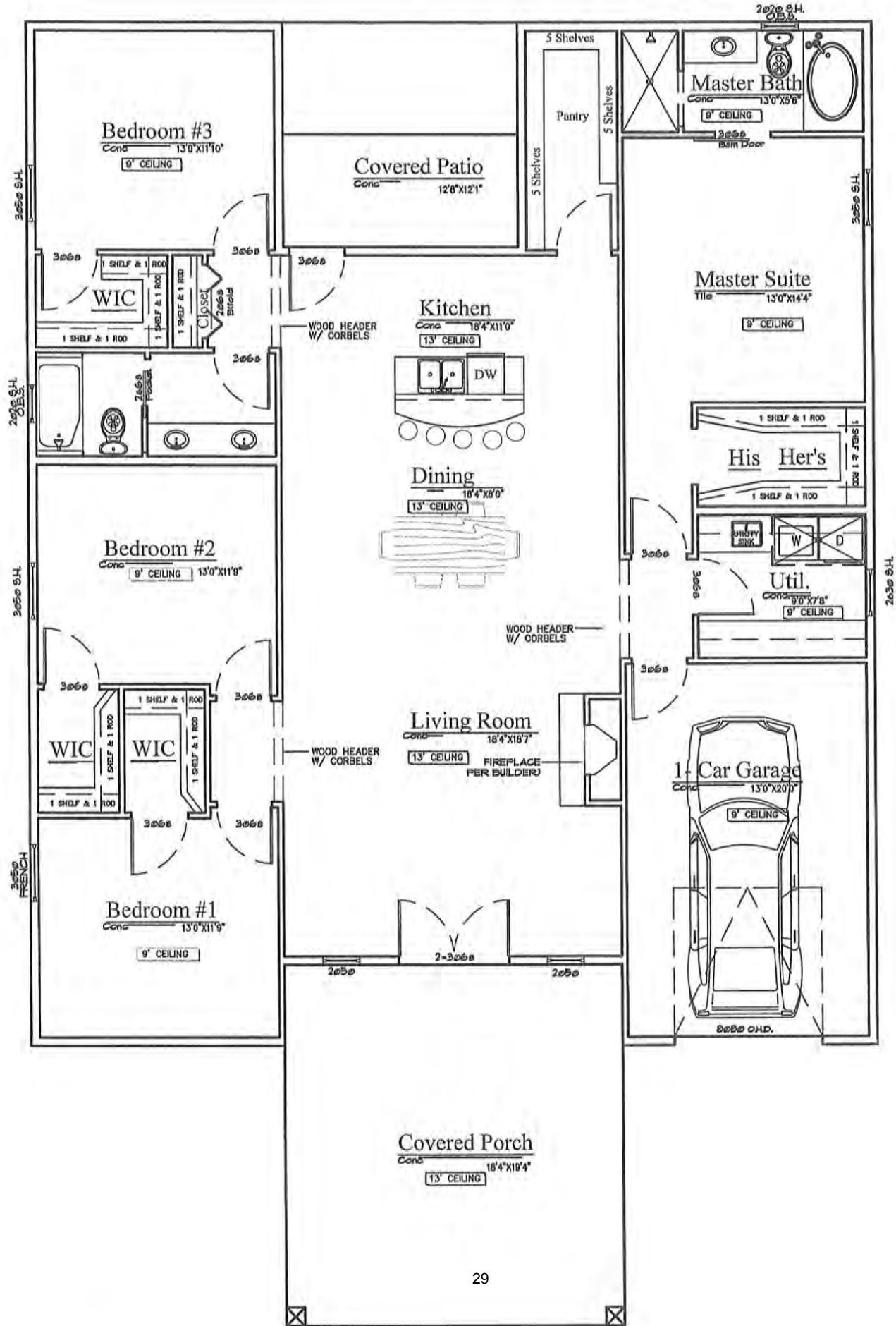


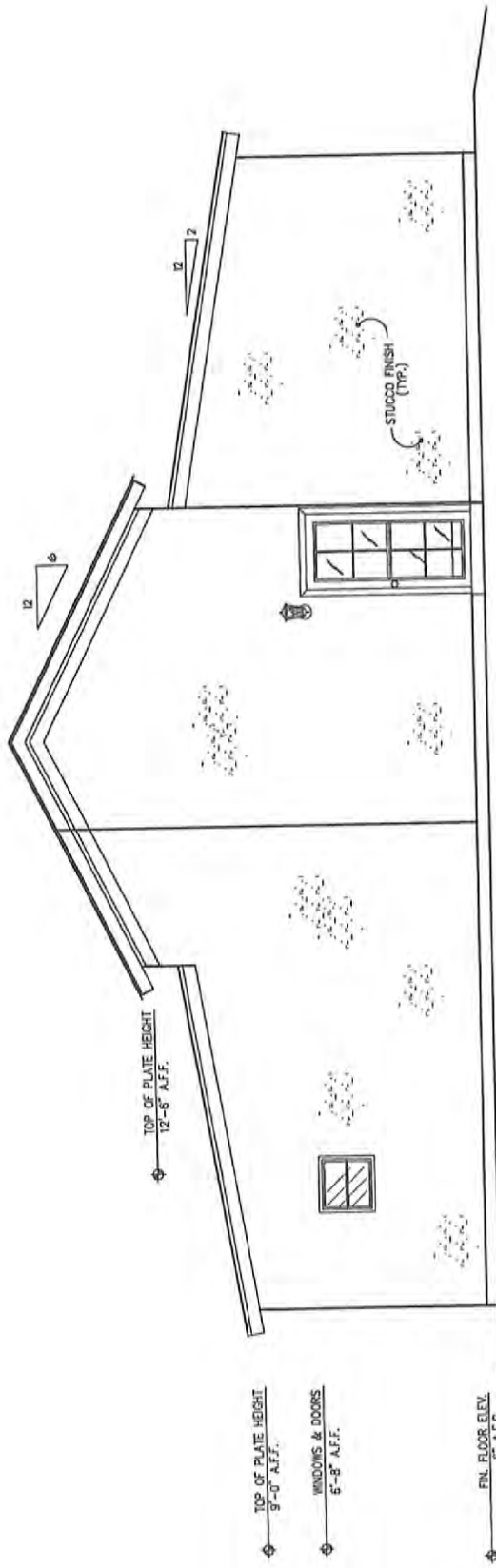
**OGAZ RESIDENCE
CONCEPTUAL PERSPECTIVE**



1615 S. SOLANO DR.
LAS CRUCES, NM 88001 Email: csn@na

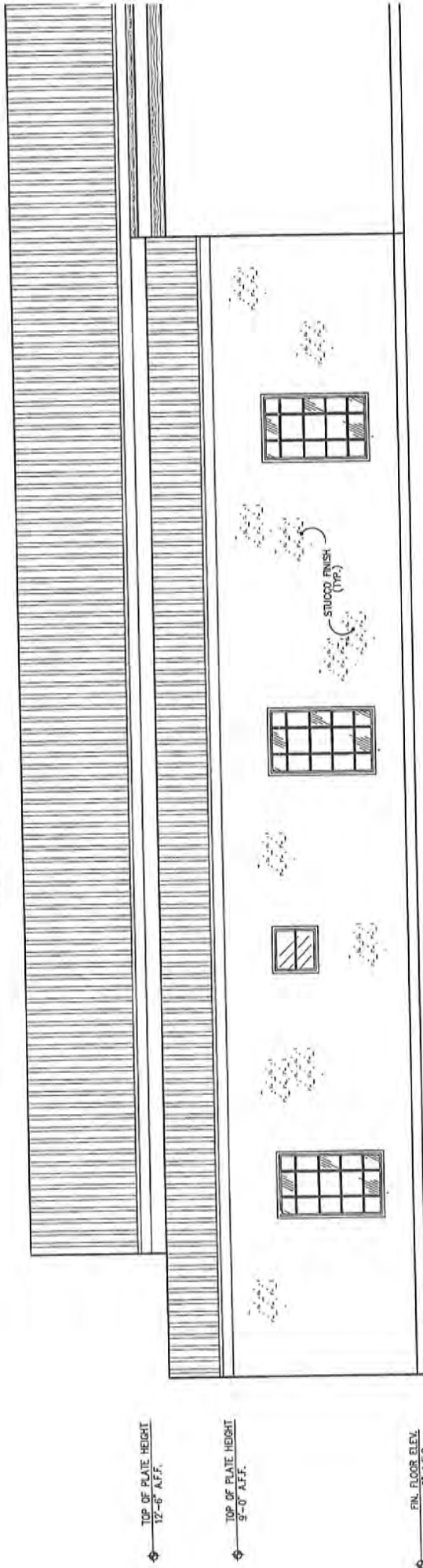






REAR ELEVATION

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

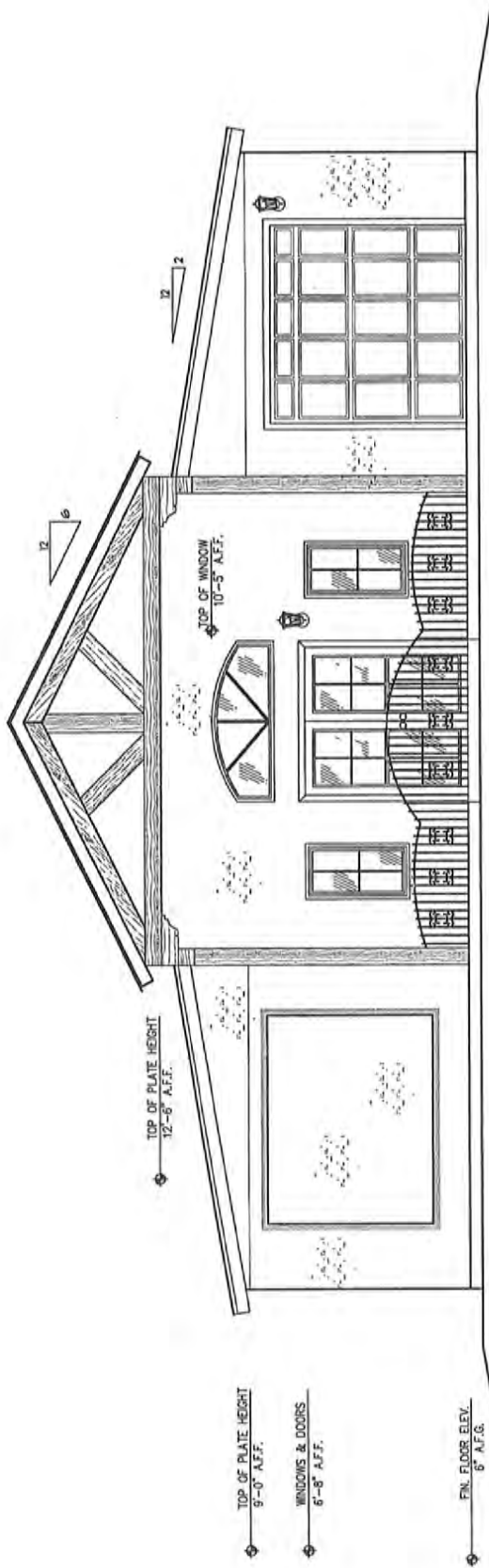


LEFT ELEVATION

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

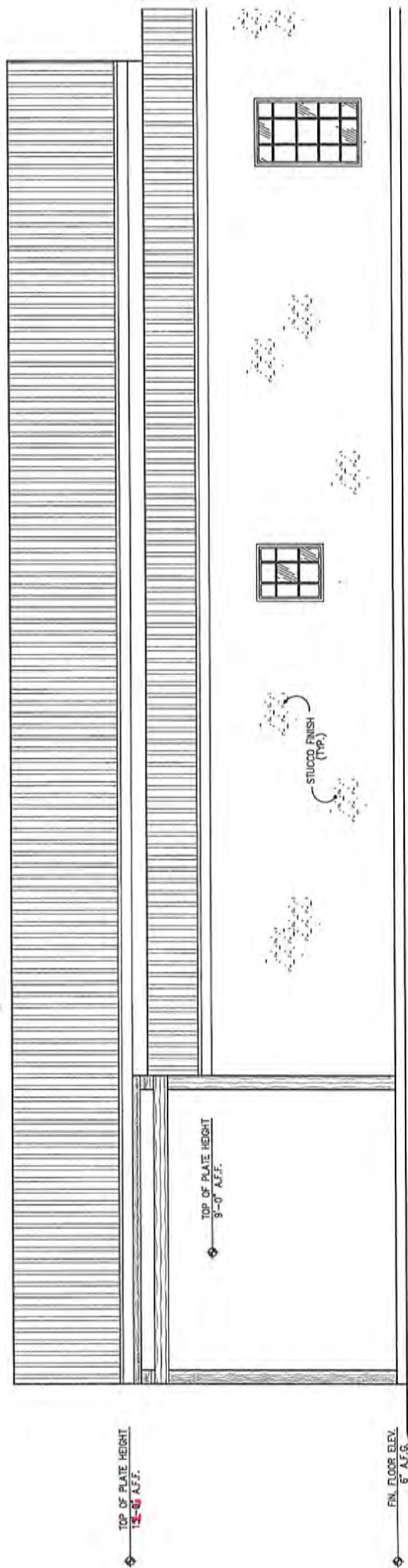


CONSTRUCTION PLAN PRODU
 1615 S. Solano Dr.
 Las Cruces, NM 88001
 Office: (575) 341-5058



FRONT ELEVATION

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



RIGHT ELEVATION

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



1615 S. Solano Dr.
Las Cruces, NM 88007
Office: (575) 541-5050

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: _____
 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
AUGUST 6, 2018
ITEM 3**

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 case was heard again on July 16, 2018. At that meeting, the Church proposed two new alternative entrances. One was to relocate the two windows to relocate the two historic windows to replace one of the two non-historic doors in the wall, and to build a new door in place of the relocated windows. This would remove a door that was not historical.

The second alternative was 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.

Both alternatives were discussed, but it was determined by the PZHAC at the regular meeting that neither alternative would adequately address the need to preserve the Historic character of the front of the structure. Another possibility discussed was the replacement of a narrow window at the north end of the wall with a door. The opening for this window has the appearance that this was once a location for a door. The case was postponed at the regular meeting in order to give the Church an opportunity to consider this location for a door as a possible option.

Staff has met with Father Christopher Williams from the Church to discuss the possibility of utilizing the opening for the narrow window as a door. (The opening in the adobe could possibly have been a short, narrow door at one time that had been converted to a window.) Father Williams has stated using this location for a door would be a good alternative, but that the opening would need to be enlarged in order to accommodate a larger door that would be required by the current building code. He also stated that the church would be willing to remove the iron storm door that is currently in front of one of the doors in the exterior wall, and removing and filling in the other door that does not fit in with the historic character of the remainder of the wall (see attached photos). The overall effect of the proposed changes would be to bring the entire wall more in line with the historic character of the Plaza by removing historically or architecturally intrusive elements while maintaining as much as possible the existing elements that contribute to the historic and architectural nature of the structure. The door to be installed would be similar to the existing door to the west (currently hidden be the storm door –see photos).

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.

Father Williams 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.

PHOTO OF THE PROPOSED WINDOW TO BE REPLACED



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select S

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400279](#)

Parcel Number: 4006137202433

Owner: SAN ALBINO PARISH INC

Mail Address: PO BOX 26

Subdivision:

Property Address: 2270 CALLE
PRINCIPAL

Acres: 0.21999541



PHOTO OF CURRENT ENTRANCE TO STORE FROM CALLE DE PRINCIPAL



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



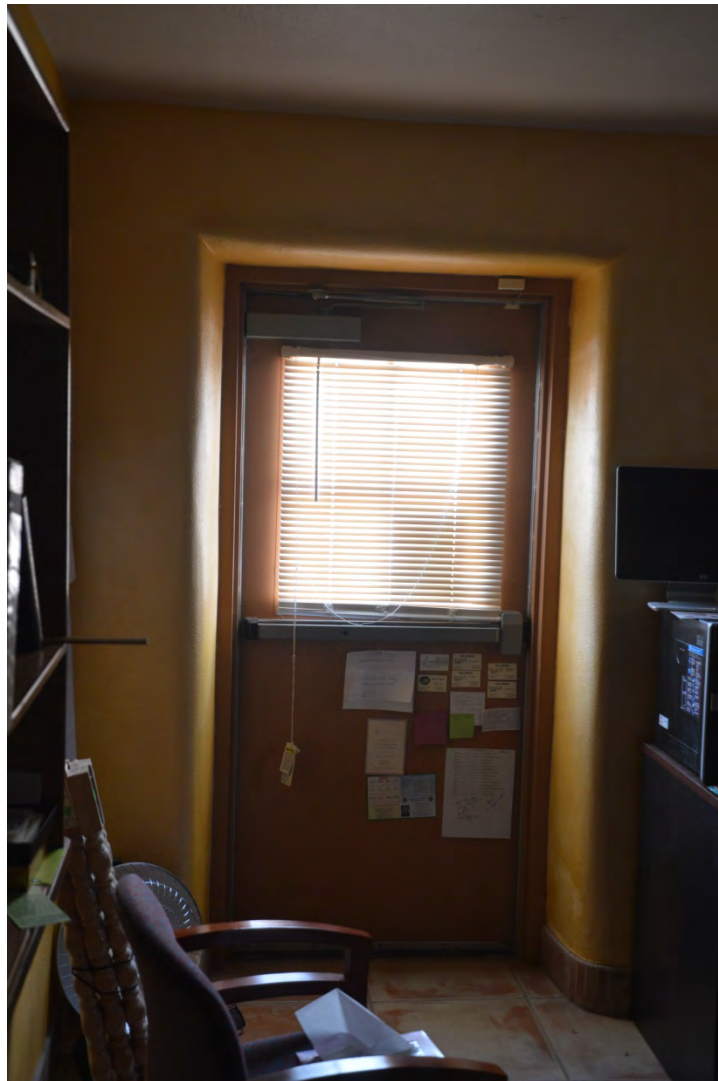
PHOTOS OF WINDOW TO BE REPLACED BY NEW DOOR



PHOTO OF WALL SHOWING OTHER DOORS, AND WINDOW TO BE REPLACED



PHOTOS OF DOOR TO BE CLOSED OFF (EXTERIOR AND INTERIOR)



PHOTOS OF STORM DOOR TO BE REMOVED (EXTERIOR AND INTERIOR)



DOOR TO BE INSTALLED



ALERT SHEET?
 YES NO

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

SURVEY DATE 3.BY
 1/10/80 MRT

CHECK DATE 5.BY
 COMPUTER DATE 7.BY
 FILE DATE 9.BY
 REVISION DATE 11.BY

COUNTY
 Dona Ana

13. FIELD MAP 14. NUMBER

15. UTM REFERENCE NUMBER
 ZONE EASTING NORTHING
 13 330900 3572150

16. SPECIFIC LOCATION
 On the west side of Calle Principal,
 3rd building north of Calle de Santiago,
 across street from the church.

17. CITY/TOWN
 Mesilla

18. ZIP
 79902

19. LAND GRANT OR RESERVATION
 Mesilla Civil Colony

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

25. ARCHITECTURAL STYLE
 adobe vernacular

26. NUMBER OF STORIES
 1

UNABEL VEITCH MORA
 510 E. Kerbey
 EL PASO, TX 79902

27. FOUNDATION MATERIAL(S)

28. EXTERIOR WALL SURFACE(S)
 brown stucco

4-0016-137-202-433

29. FENESTRATION (TYPE, DIVISIONS, SURROUNDS, SILLS, ARRANGEMENTS)

- 1/2" horiz slide, wood sashes, deeply recessed, no surrounds, slip sill
- 2 1/2" d.h.w., wood sashes, deeply recessed, set in at base of wall, no surrounds, slip sill
- Tandem: 1 1/2" d.h.w., wood sashes, deeply recessed, no surrounds, slip sill
- fixed (?) 9 lite wood sash, deeply recessed, no surrounds, slip sill

DOOR-ENTRANCE (TYPE/SURROUNDS)
 vertical paneled wood door, recessed, plain frame

31. ROOF(S) (NUMBER/SHAPE/MATERIAL DETAILS)
 Flat with concrete coping (bracket) on parapet.

32. CHIMNEY(S) (NUMBER, EXTERIOR-INTERIOR, MATERIALS)

33. EXTERIOR DETAILS
 CMU addition in back of house. Surrounding back yard is a 4' high wall of burnt adobe, the entrance to this yard has a stepped adobe burnt surround, double leaf vertical paneled wood door, wood lintel. Shed roof east part of the NW side.

34. COMMENTS

DATE OF CONSTRUCTION
 35. ESTIMATED 36. ACTUAL
 37. SOURCE OF DATE
 38. ARCHITECT/ENGINEER/BUILDER
 39. SOURCE OF INFORMATION
 40. NAME
 owner Mabel Mora

41. PRESENT USE
 residential

42. HISTORIC CONDITION
 EXCELLENT GOOD FAIR DETERIORATED

44. DEGREE OF REMODELING
 MINOR MODERATE MAJOR

45. IMMEDIATE SURROUNDINGS
 residential / church / open lot

46. RELATION TO SURROUNDINGS
 SIMILAR NOT SIMILAR

47. ARCHITECTURAL CONTRIBUTION TO SURROUNDINGS
 PLUS NEUTRAL MINUS

48. OVERALL SIGNIFICANCE
 NATIONAL STATE LOCAL NONE

49. ASSOCIATED BUILDINGS?
 YES NO

50. WHAT TYPE?
 adjacent building to the south

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

52. SEE BACK?
 YES NO

— either a concrete foundation or a concrete protective coat at base of walls.

Originally part of Antonio Garcia's property, then handed down to Mrs. Elizabeth ^{Fountain} Armendariz (Antonio's granddaughter). Now belongs to Mabel Mora, Elizabeth's niece.

— This is part of what was once "El Meson, a hotel & eatery. This took up a large part of the block at one time. See painting of El Meson done by "Frank T. Bell", now in the possession of Rosalie Rader

Ray Vitch did master plans on buildings of Mesilla

ca 30 years ago

3^d Mason. Vacant lot on west side of Calle Principal just to the east of the back of San Albino's Church. Antonio Garcia used to run this establishment for the military and civilian travelers over the Chihuahua Trail. Antonio was the maternal grandfather of Mrs. Avoliano Armendariz, and he was one of the first settlers of Mesilla. He was a blacksmith at Fort Selden for ~~many~~ ^{several} years.

Theracita Garcia Fountain

Daughter in law of Col. Albert J. Fountain - Wife of Albert Fountain - mother of Albert Fountain, Henry Fountain, Elizabeth Fountain Armendariz, Erminda Fountain Vitch, and Tillie Fountain —? Antonio Garcia was an apprentice to a blacksmith at Fort Gilmore, then came to old Mesilla and opened El Meson on the property just north of what is now Mabel Mora's house. (She ~~was~~ the daughter of Erminda Vitch)

He also had a blacksmith shop across from Fountain's theater.

Jafael Bermudez was Theracita's grandfather.

- 106 This stuccoed adobe residence has a two room second story addition. The main residence is covered by shed and flat roofs. The two story addition has a gabled roof. Windows are metal casement. The core of the house predates 1940, but many rooms have been added to the original house. (N)
- 107 This fired brick house has aluminum frame windows and a gabled asphalt shingled roof. est. 1960. (N)
- 108 This stuccoed frame house has an asphalt gable roof and aluminum frame windows. est. 1965. (N)
- 109 This stuccoed adobe residence has a flat roof and wood frame windows. There is a car port at the SW portion of the house. est. 1930. (C)
- 110 This is a stuccoed adobe house with a shed roof, wood frame windows, and a shed roofed porch supported by decorative iron grill columns. est. 1930. (C)
- 111 This small, stuccoed house has aluminum frame windows and a shed roof. The screened front porch has a steep shed roof. est. 1950. (N)
- 112 A recently remodeled adobe residence, this stuccoed, flat roofed house with brick coping has 6/6 aluminum sash windows with fan lights above. It appears that at one time this was a Territorial style house. est. 1880. (C)
- 113 This residence is part of what was once "El Meson", a famous hotel and eatery once run by Antonio Garcia during the late 1880's. El Meson once took up the entire block. It housed many of the travelers that were on the Chihuahua Trail. This is a stuccoed house with a flat roof, parapet, and wood frame windows. The building fronts the street, as does the adjacent building to the south. The viga ends are visible just below the parapet. Some of its walls probably date from the 1850's. (S)
- 114 This building is south of, and adjacent to, the above mentioned residence. It also was part of the El Meson complex that is cited in #113. The building is stuccoed, has a flat roof with parapet, and has metal casement windows. The building fronts the street, as does the adjacent building to the north. This is currently owned by the Catholic Church and is used for catechism classes. est. 1850. (S)
- 115 This is the rectory for the priest in Mesilla. It is a stuccoed adobe with a gabled roof covered with asphalt shingles. The parapet on the facade is a pediment style, very similar to the parapets down the street to the south.

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 WORK SESSION
AUGUST 6, 2018
ITEM 4**

Submitted by Andrea Bryan; a request to discuss plans to replace a window with a door and install a small portico over the door, and to construct a four foot high wall across part of a front yard on a property at 2557 Calle de Parian.(Cases **060763 and 060769**). Zoned: Historical Residential (HR)

The applicant would like to replace a window on the west part of the front of the dwelling with an exterior door and portico, and surround part of the western portion of the front yard with a four to six foot high stuccoed wall that matches the exterior of the structure (see attached diagrams and pictures).

The window to be replaced would be replaced with a 36 inch wide door having a window with 6 lites and a small portico over the door to shield it from the weather. The portico will have a red corrugated metal roof and a small concrete pad at the base of the door. The stuccoed wall will surround the portion of the front yard in front of the door, creating a small private yard with an entrance through the wall at the front (see attached diagrams). The roof of the portico and the wall would both be finished to match the exterior finish and style of the dwelling.

The structure is in the Historic Register and appears to have been built around 1930 in an architectural style that contributes to the flavor of Mesilla (see attached). The applicant intends to maintain this character of the structure.

The PZHAC will need to determine that the proposed casita, when finished, will be consistent with the following sections of the Code:

18.06.110 Review of applications within Historical and General Commercial zones – Considerations.

- A. All applications for work in the Historical zones and Commercial zone (not subject to administrative approval) shall be reviewed by the planning, zoning and historical appropriateness commission. The commission shall determine whether the request involved will be appropriate for the purposes of this title. If the request shall be determined to be inappropriate, the board shall determine whether, owing to conditions especially affecting the building or structure involved, but not affecting the historical district generally, such application may be approved without substantial detriment to the public welfare and without substantial derogation of the intent and purposes of this title.

- B. In reviewing an application, the planning, zoning and historical appropriateness commission shall consider in addition to this chapter:
 - 1. The historical and literary value and significance of the site, building, or structure;
 - 2. The general design, arrangement, texture, material and color of the features, sign or billboard involved;
 - 3. The relation of such factors to similar factors or sites, buildings and structures in the immediate surroundings;
 - 4. The appropriateness of the size and shape of the building or structure in relation to:
 - a. The land area upon which the building or structure is situated;
 - b. The landscaping and planting features proposed by the applicant; and
 - c. The neighboring sites, buildings or structures within the historical district.
 - 5. The commission shall also consider the applicable zoning and other laws of the town.

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 Search Type: Account Number

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: [R0400461](#)

Parcel Number: 4006138113068

Owner: BRYAN ANDREA

Mail Address: 3224 NE 18TH AVE

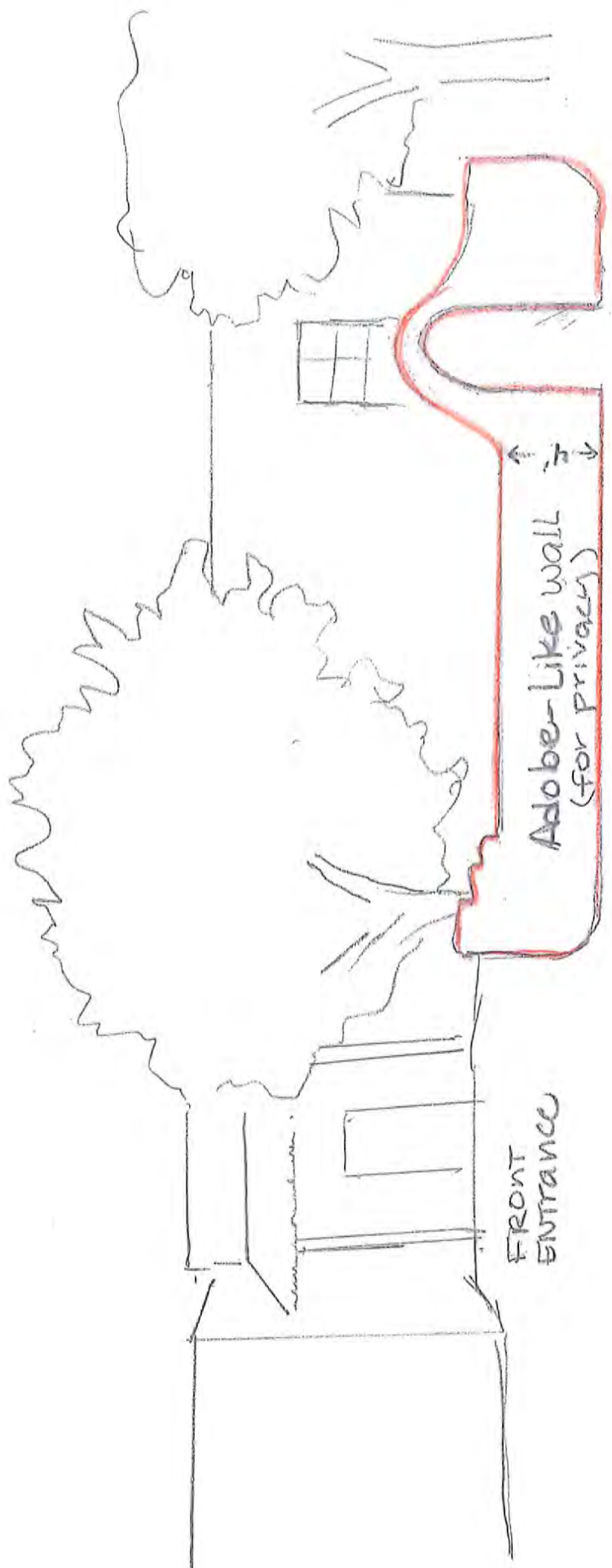
Subdivision:

Property Address: 2557 CALLE DE
PARIAN

Acres: 0.3651056



Add an Adobe-like walk
on west side of front yard



* Stucco to match house color
SEE PAGE 2

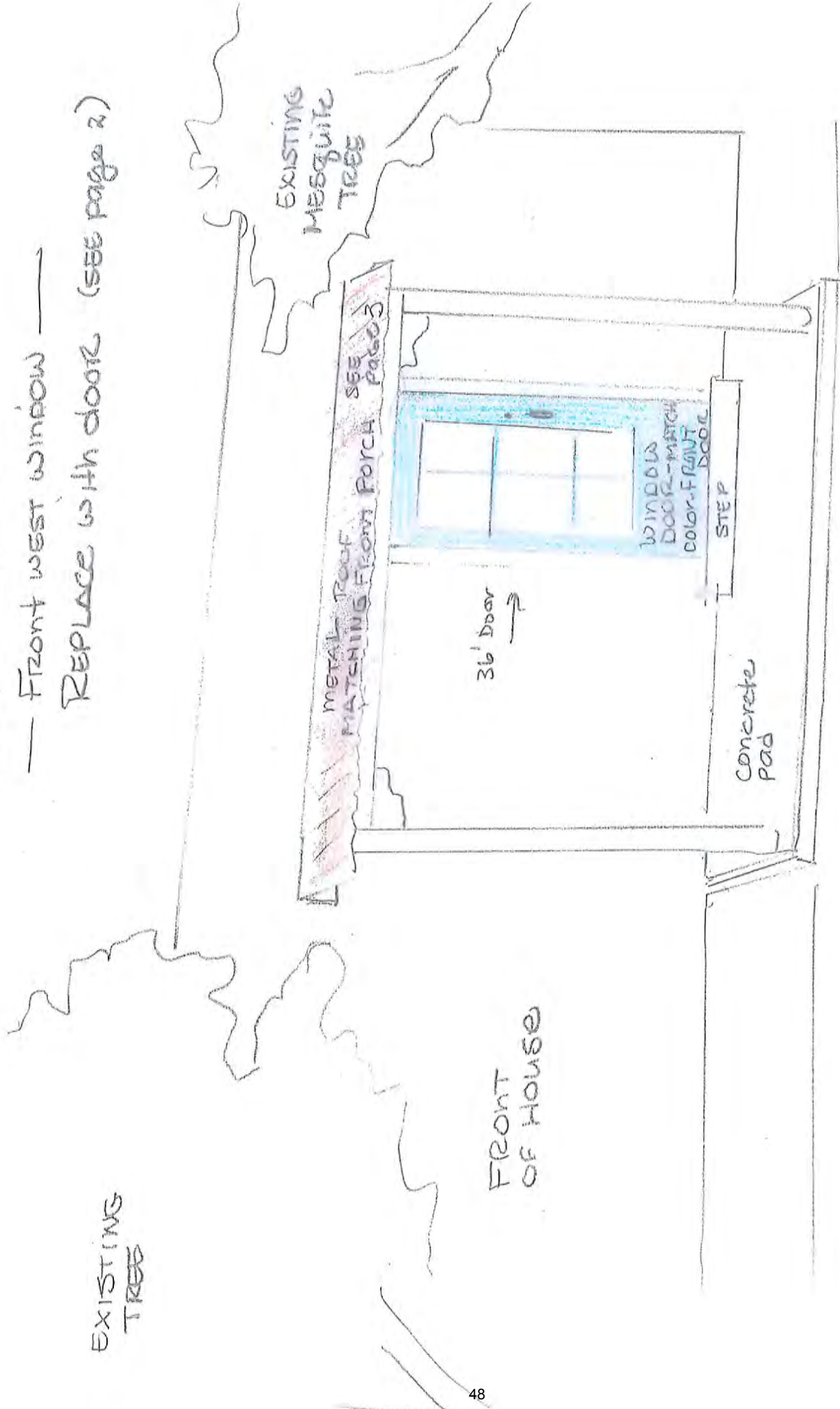
24' from property line

Page 1

2557 Calle de Parron

— Front west window —

REPLACE WITH DOOR (SEE PAGE 2)



NORTH

page 1



Page 2

FRONT of HOUSE
(west)

CONVERT
to DOOR
Add Portico



Page 2

FRONT
ENTRANCE



PAGE 3

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

OFFICIAL USE ONLY:

Case # 060767

Fee \$ 66.00

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

CASE NO. 060767 ZONE: HR CODE: M1 APPLICATION DATE: 7/27/18

Andrea Bryan
 Name of Applicant/Owner
PO Box 1246 Mesilla NM
 Applicant's/Owner's Mailing Address City State Zip Code
andrea97212@yahoo.com
 Applicant's/Owner's E-mail Address

Contractor's Name & Address (If none, indicate Self)
 Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: 2557 Calle de Parian

Description of Proposed Work: Replacing a window with a door + add a portico entrance. Design of new entrance will be patterned after main entry using similar materials and colors

Estimated Cost: \$1350.00 Signature of Applicant: [Signature] Date: 7/27/18

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: PZHAC REVIEW + BOT FINAL APPROVAL REQUIRED

PERMISSION ISSUED/DENIED BY: _____ **ISSUE DATE:** _____

This Application will include the following, if checked:

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

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

OFFICIAL USE ONLY:
 Case # 060763
 Fee \$ 15.00

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

CASE NO. 060763 ZONE: HR CODE: MI APPLICATION DATE: 7/27/18

Name of Applicant/Owner _____ Applicant's Telephone Number 503.975.7436

Applicant's/Owner's Mailing Address _____ City _____ State _____ Zip Code _____
PO Box 1246 Mesilla, NM 88046

Applicant's/Owner's E-mail Address _____
andrea97212@yahoo.com

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

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

Address of Proposed Work: 2557 Calle de Parian

Description of Proposed Work: Add an adobe-like wall on west side of front yard for privacy. Color to match house stucco. Four FEET at low point.

\$ 2281.44 Estimated Cost Signature of Applicant [Signature] Date 7/27/18

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

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

FOR OFFICIAL USE ONLY

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

BOT Approved Date: _____ Disapproved Date: _____
 Approved with Conditions

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

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

CONDITIONS: PZHAC REVIEW & BOT APPROVAL REQUIRED

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

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- 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 MEETING

MINUTES

JULY 2, 2018

(PART OF CONSENT AGENDA)



**PZHAC REGULAR MEETING
MINUTES
JULY 2, 2018**

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD ITS **REGULARLY SCHEDULED** MEETING MONDAY, JULY 2, 2018 AT 6:00 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL AND DETERMINATION OF A QUORUM

Commissioner Lucero, Commissioner Prieto, Commissioner Nevarez, and Commissioner Houston were present. A quorum was present.

III. CHANGES/APPROVAL OF THE AGENDA

There were no changes to the agenda. Motion by Commissioner Nevarez; seconded by Commissioner Prieto. All in favor, motion passed 3-0.

IV. *ACCEPTANCE OF THE CONSENT AGENDA - Note: Items on the agenda indicated by an asterisk (*) are on the consent agenda and will be voted on with one motion.

A. *PZHAC MINUTES – Meeting minutes of June 18, 2018.

Commissioner Nevarez made a motion to approve the minutes; seconded by Commissioner Prieto. All in favor, motion passed 3-0.

V. PUBLIC INPUT

Mr. Thomas Maese updated the board on prior cases; including comments on Ms. Rios' case and the Sanchez case.

Ms. Susan Krueger stated that when looking at Case 060741, the board should also take into consideration the height of the proposed fence per the Historic Preservation Code.

VI. NEW BUSINESS:

Building Permits

1. **Case 060740:** 2980 Bowman Street, submitted by Everett Crawford; a request for a building permit to replace and upgrade an existing garage and storage building on a residential property at this address. **Zoned: Residential, one acre (R-1).**
Staff presented the facts of the case. Commissioner Nevarez made a motion to approve case 060740; second by Commissioner Prieto. All in favor, motion passed 3-0.

2. **Case 060741:** 2652 Calle Primera, submitted by Samuel Kane, a request for a building permit to construct a six-foot-high flat-topped rock wall along the western edge and part of the southern edge, and in the back yard of a residential property at this address. **Zoned: Historic Residential (HR).**
Staff presented the facts of the case. Commissioner Prieto made a motion to hear discussion on the case; seconded by Commissioner Nevarez. All in favor, motion passed 3-0.

Concerns regarding the fence in the middle of the property were discussed as well as the fence along the edge of the Town park.

Commissioner Nevarez made a motion to postpone this case to the next meeting; seconded by Commissioner Prieto. All in favor, motion passed 3-0.

Sign Permits:

3. **Case 060742:** 2222 Avenida de Mesilla, submitted by Patrizia Gregory for “Kneading to Heal”; a request for a building permit to allow the installation of a six square foot sign on the front of a commercial structure at this address. **Zoned: Historical Commercial (HC).**
Staff presented the facts of the case. Commissioner Prieto made a motion to approve case 060742; seconded by Commissioner Houston. All in favor, motion passed 3-0.

4. **Case 060743:** 2222 Avenida de Mesilla, submitted by Kirstie Robles for “A Hair and Body Shop”; a request for a building permit to allow the installation of a 4.5 square foot sign on the front of a commercial structure at this address. **Zoned: Historical Commercial (HC).**
Staff presented the facts of the case. Commissioner Prieto made a motion to approve case 060743; seconded by Commissioner Houston. All in favor; motion passed 3-0.

5. **Case 060744:** 2350 Calle de Principal, submitted by Marianne Schweers for “Heart of the Desert Pistachios & Wines;” a request for a sign permit to install an oval sign, 15 sq. ft., at their business. **Zoned: Historic Commercial (HC).**
Staff presented the facts of the case. Commissioner Houston made a motion to approve case 060744; seconded by Commissioner Nevarez. All in favor; motion passed 3-0.

VII. PZHAC COMMENTS

Staff discussed scheduling a special meeting to address two cases: Maria Rios and Teresa Sanchez. Commissioners stated that they could be available on Friday, July 6th for a special meeting.

VIII. ADJOURNMENT

Commissioner Houston made a motion to adjourn the meeting at 6:30 p.m.; seconded by Commissioner Nevarez. All in favor; motion passed 3-0.

PZHAC MEETING

MINUTES

JULY 16, 2018

(PART OF CONSENT AGENDA)



**PZHAC WORK SESSION
MINUTES
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)

The applicant was present to discuss the request and answer any questions that might arise. Staff provided a brief introduction of the case, stating that this case was postponed from the last meeting to enable the applicant to provide staff with a copy of the survey for the property to determine the location of the carport with respect to the front property line. The applicant still did not have a survey. Tom Maese, CID inspector, suggested that the carport could possibly be moved several feet toward the dwelling.

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)

The applicant was present to discuss the request and answer any questions that might arise. Staff provided a brief introduction of the case, stating that the applicant has decided to make the height of the wall along the par 4 feet high rather than 6 feet, but retain a six foot height on the portion across the back yard, and the wall along the property line to the west. Tom Maese, CID inspector stated that CID inspections would be required.

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 applicant was present to discuss the request and answer any questions that might arise. Staff provided a brief introduction of the case, stating that the applicant had dropped off the plans at the office without reviewing or discussing them with staff, and that the applicant failed to provide the required questionnaire about the style of the structure. Issues discussed were the size and style of the dwelling, the height of the roof, the color of the dwelling and roof, and the setbacks required by the building code.

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 applicant was present to discuss the request and answer any questions that might arise. Staff provided a brief introduction of the case, stating that the applicant has proposed several options, including moving the window to replace on the non-conforming doors on the structure and putting a door in its place. Several other options were discussed, including the creation or a new door in place of a narrow window that appeared to be a replacement for a door that might have originally been its location.

**PZHAC REGULAR MEETING
MINUTES
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

All commissioners were present. There was a quorum.

III. CHANGES/APPROVAL OF THE AGENDA

It was determined that neither Case 060736 (Rios) or Case 060748 (Ogaz) were ready for a determination, and these cases were removed from the agenda. Commissioner Lucero made a motion to approve the Agenda as amended, seconded by Commissioner Houston, and approved by a vote of 4 – 0.

IV. *ACCEPTANCE OF THE CONSENT AGENDA

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

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

A. *PZHAC MINUTES – Meeting minutes of July 6 (Special Meeting), 2018.

Approved as part of the Consent Agenda.

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

V. PZHAC NEW BUSINESS:

A. PUBLIC INPUT ON CASES - None

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)**
Removed from the agenda.
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)**
Staff stated that this request had been discussed during the Work Session and provided a brief description of the discussion. The only issue was the possibility of the rear part of the parcel being landlocked by the fact that the only access to this part of the parcel is over park land. Since there will be access to the rear portion of the lot through a gate in the wall. This was not determined to be an issue. A motion was made by Commissioner Lucero to approve the request, seconded by Commissioner Houston, and approved by a vote of 4 – 0.
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).
Staff stated that this request had been discussed during the Work Session and provided a brief description of the discussion. A motion was made by Commissioner Lucero to approve the request, seconded by Commissioner Prieto, and approved by a vote of 4 – 0.
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)**
This case was removed from the agenda.
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)**

Staff stated that this request had been discussed during the Work Session and provided a brief description of the discussion. A motion was made by Commissioner Lucero to postpone the request to allow the applicant to consider another option. The request was seconded by Commissioner Houston, and the case was postponed by a vote of 4 – 0.

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).

Staff provided a brief review of this request. There were no issues. A motion was made by Commissioner Prieto to approve the request, seconded by Commissioner Nevarez, and approved by a vote of 4 – 0.

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).

Staff provided a brief review of this request. There were no issues. A motion was made by Commissioner Prieto to approve the request with the condition that the sign read “Mesilla”, not “Las Cruces”, seconded by Commissioner Nevarez, and approved with the stated condition by a vote of 4 – 0.

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).

Staff provided a brief review of this request. There were no issues. A motion was made by Commissioner Nevarez to approve the request, seconded by Commissioner Houston, and approved by a vote of 4 – 0.

VI. PUBLIC COMMENTS

Susan Krueger – resident

Stated that the PZHAC needs to consider and understand all aspects of a Development Zone when considering cases and proceeded to tell the PZHAC how to interpret a Development Zone.

VII. PZHAC/STAFF COMMENTS - None

VIII. ADJOURNMENT

The meeting was adjourned at 7:03 pm.

NOTICE

If you need an accommodation for a disability to enable you to fully participate in the hearing or meeting, please contact us at 524-3262 at least 48 hours prior to the meeting.

Posted on 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; Ristrammn Chile Co. - 2531 Avenida de Mesilla and the U.S. Post Office - 2253 Calle de Parian.

PZHAC NEW BUSINESS

AUGUST 6, 2018

ADMINISTRATIVE APPROVALS

(PART OF CONSENT AGENDA)

**ADMINISTRATIVE APPROVAL
BUILDING PERMIT REQUEST CASE 0607) \$
[PZHAC CONSENT AGENDA – 8/6/2018]**

Item:

Case 060750 – 2941 Estrada Road, submitted by Victor Contreras; a request for a building permit to move a temporary fence to a rear property line on a property at this address. Zoned: Rural Agricultural (RA)

Description of Work Done:

The purpose of this request is to allow the applicant to move an existing fence that runs through the back yard of the property to the rear line of the property. Since the fence consists of metal stakes driven into the ground with wire sheep mesh hung from the stakes, the fence is primarily temporary in nature and does not constitute a permanent structure on the property. Additionally, it does not appear that moving the fence will change the appearance of the dwelling or the property.

Consistency with the Code:

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

PHOTO OF THE DWELLING FROM ESTRADA ROAD



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Number

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: [R0400446](#)

Parcel Number: 4006138100235

Owner: GALLEGOS ESTHER M
TRUSTEE

Mail Address: PO BOX 352

Subdivision:

Property Address: 2941 ESTRADA RD

Acres: 0.4



PLAT OF SURVEY

SURVEY OF THE U.S.R.S. TRACT SERIAL 11-158, AS FILED OCTOBER 28, 1961
 PLAT RECORD 1, PAGE 58 OF THE DOÑA ANA COUNTY RECORDS
 TOWN OF MESILLA, DOÑA ANA COUNTY, NEW MEXICO

TRACT 3

TRACT 2

TRACT 1

CAP (ILL.)



CARTER SURVEYING AND MAPPING
 3267 View Drive Las Cruces, New Mexico 88011
 Phone (575) 313-2638
 Carter.Surveying@gmail.com

PROJECT NAME:
 2941 ESTRADA ROAD

PROJECT NUMBER: 18177

DATE: 6/21/2018

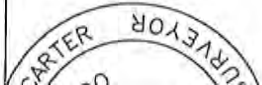
SHEET 1 OF 1

THE PLANE COORDINATE
 HAVE BEEN SHOWN IN
 OF THE FEDERAL
 INSURANCE RATE MAPS

71

SSIONAL SURVEYOR,
 IELD SURVEY UPON
 R UNDER MY DIRECT
 THIS SURVEY, THAT
 THE BEST OF MY
 EY AND PLAT MEET
 N NEW MEXICO. I
 LAND DIVISION OR
 O SUBDIVISION ACT
 SURVEY PLAT OF AN

6/21/2018



TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060750

Fee \$ 0.00

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

CASE NO. 060750 ZONE: RA CODE: H1 APPLICATION DATE: 7/16/18

Name of Applicant/Owner: Victor S. Contreras Jr Applicant's Telephone Number: 575-639-4312

Applicant's/Owner's Mailing Address: P.O. Box 417 Mesilla City: Mesilla State: N Mex Zip Code: 88046

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

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

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

Address of Proposed Work: 2941 Estrada Rd

Description of Proposed Work: Put temporary metal stakes and cheap wire fencing along property boundary on north side of fence parcel and use existing 4ft chain-link fence if east parcel abuts to east boundary

Estimated Cost: \$ 200-300 Signature of Applicant: [Signature] Date: 7/16/18

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

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

FOR OFFICIAL USE ONLY

PZHAC Administrative Approval **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: [Signature] **ISSUE DATE:** 7/16/18

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

**ADMINISTRATIVE APPROVAL
BUILDING PERMIT REQUEST CASE 06075,
[PZHAC CONSENT AGENDA –8/6/2018]**

Item:

Case 060758 – 2526 Snow Road, submitted by Brad Foreman; a request for a building permit to allow an electrical upgrade and the installation of solar panels on a dwelling at this address. Zoned: Rural Farm (RF)

Description of Work Done:

The applicant is requesting this permit in order to upgrade the electrical system in order install photo-voltaic panels on the roof of the dwelling. Since the panels will be located behind the parapet walls of a flat roof, there will be no changes to the appearance of the structure. The applicant is aware that a permit from CID will be required a permit for the work.

Consistency with the Code:

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

PHOTO OF THE STRUCTURE FROM THE DRIVEWAY LEADING TO THE DWELLING



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Number

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: [R0400106](#)

Parcel Number: 4005138375256

Owner: FOREMAN BRADLEY W &
DEBBIE C

Mail Address: 2526 SNOW RD

Subdivision: TASHIRO SUB 743

Property Address: 2526 SNOW RD

Acres: 1.51



A/C LCEP, LLC NM Lic#380200
 Dba: One Hour Air Conditioning & Heating
 351 17th Street
 Las Cruces NM 88005



To: Brad Foreman
 2526 Snow Rd.
 Las Cruces, NM, 88005

Comfort Consultant Mike
 VALID 10 DAYS
 Phone #1 575-644-1990
 Phone #2 575-524-3681
 Phone #3

Quote # 1806051
 Date 6/5/2018

email: bforeman@lcat.net



Home Built 1977 Sqft ~2500 of 4690
 Net After Tax Credit

Planned Start Date:

Panels
kW-DC
\$/ Watt

Geothermal
~26 SEER Equivalent
\$6,348.76
10
3.30

Solar System Price w/ Std Mount	Ballast Mount - flat roof - no add charged	\$12,000.00
Battery Ready Monitoring/Diag. System	\$3,000.00	
Alternate Mount - Additional Charge		
Standard Electrical Connection	\$799.00	\$799.00
Electric Upgrade Add	\$1,999.00	Add if Service Upgrade Required
Disc Promotion		(\$5,000.00)
Cash Discount ~12%		(\$2,932.08)
Sub Total - Solar Tax credit		\$4,866.92
Parts Warranty - Years - Solar/AC		25/10
HCC Maintenance Years Included		1
A/C 14 SEER 2-3 ton	\$5,738.00	
A/C 14 SEER 3.5 ton	\$5,925.00	
A/C 14 SEER 4 ton	\$6,115.00	
A/C 14 SEER 5 ton	\$6,289.00	5 Ton Geothermal
Style (Split/ Package/HP - Add \$800)	\$800.00	\$24,910.00
Existing Furnace Width & Btuh	24" w 48across	
80% Furnace with A/C install	\$395.00	\$395.00
95% Efficient Furnace	\$1,795.00	
Furnace Install Package	\$895.00	
A/C Compatible - X-13 Furnace Blower	\$495.00	\$495.00
Upgrade to 16 SEER Condenser	\$995.00	\$995.00
2nd System Discount (Double Seasonal)		
Other Items		included
Intelligent Thermostat/Humidistat	\$199.00	
Balance Air (w/ up to 4 OBD registers)	\$540.00	
Double Filtration Rack	\$187.00	
Acoustic, & Sealing Pkg	\$189.00	
Micro Power Filter Package	\$497.00	
Air Purification - Ultraviolet	\$495.00	
Air Purification - Add Ozone	\$395.00	
Humidifier - Stand Alone (Integrated \$1,495)	\$150.00	
Attic Insulation/ Accessible SF	\$0.99	
A/C Optimize	\$228.00	
Duct Modifications		
Aeroseal - Duct Sealing	\$2,499.00	
Evaporative Cooler Conversion		
Refrigerant Line Set - Copper & Ins	\$465.00	\$465.00
Remove Cooler - Seal & Cap	\$175.00	to be removed by roofers
Standard Electrical (+1999 upgrade)	\$799.00	\$799.00
Ad On/ Trade In		(\$800.00)
Cash Discount (~12% Check /9% Visa)		
El Paso Electric Incentive		
Truckload Purchase Disc		
Sub Total		\$27,259.00
Gross Receipts Tax (L.C. 8.3125 DA 6.75%)	8,3125%	\$2,265.90
Installed Price w/ Tax & Permits		\$29,524.90
Combined Price		\$34,391.82

One (1) year maintenance (2 calls/ year = 2 total calls) is included at no additional charge.

100amp panel washer,dyer. May need a mini split for capacity.

We guarantee you will get the Tax Credit

Finance Arrangements

Combined Price

\$34,391.82

RECs Sales (Traded to Efficiency Power)

(\$8,996.40)

To Be Paid by Owner

\$25,395.42

Amount Financed

\$0.00

Finance Accepted By

Customer Acceptance

Contractor Acceptance

Federal Tax Credit (30%)

(\$10,317.55)

NM Tax Credit (excludes Furnace)(limit \$9K) \$420.18 or \$426.35

Maximum \$9K

(\$8,729.12)

Net Cost to Owner

\$6,348.76



1 SITE PLAN (AERIAL VIEW)
PV-2 SCALE: 1" = 30'

GENERAL NOTES

- 1 EQUIPMENT LIKELY TO BE WORKED UPON WHILE ENERGIZED SHALL BE INSTALLED IN LOCATIONS THAT SATISFY MINIMUM WORKING CLEARANCES PER NEC 110.26.
- 2 CONTRACTOR SHALL USE ONLY COMPONENTS LISTED BY A NATIONALLY RECOGNIZED TESTING LABORATORY FOR THE INTENDED USE.
- 3 CONTRACTOR IS RESPONSIBLE FOR FURNISHING ALL EQUIPMENT, CABLES, ADDITIONAL CONDUITS, RACEWAYS, AND OTHER ACCESSORIES NECESSARY FOR A COMPLETE AND OPERATIONAL PV SYSTEM.
- 4 ALL EMT CONDUIT FITTINGS SHALL BE LISTED AS WEATHERPROOF FITTINGS AND INSTALLED TO ENSURE A RAINTIGHT FIT, PER NEC 388.42.

P-91631

GRID-TIED SOLAR POWER SYSTEM

FOREMAN RESIDENCE
2526 SNOW RD
LAS CRUCES, NM 88005

SITE PLAN

DOC ID: 91631-114184-1

DATE: 7/9/18

CREATOR: K.D.

REVIEWER:

REVISIONS

PV-2

P-91631

GRID-TIED SOLAR POWER SYSTEM
 FOREMAN RESIDENCE
 2526 SNOW RD
 LAS CRUCES, NM 88005

SCOPE OF WORK
 THIS PROJECT INVOLVES THE INSTALLATION OF SOLAR PANELS. THE SOLAR PANELS WILL BE RACKED USING A PREENGINEERED RACKING SYSTEM. THE RACKED MODULES WILL BE ELECTRICALLY CONNECTED WITH DC TO AC POWER INVERTERS AND INTERCONNECTED TO THE LOCAL UTILITY USING MEANS AND METHODS CONSISTENT WITH THE RULES ENFORCED BY THE LOCAL UTILITY AND PERMITTING JURISDICTION.

THIS DOCUMENT HAS BEEN PREPARED FOR THE PURPOSE OF DESCRIBING THE DESIGN OF A PROPOSED PV SYSTEM WITH ENOUGH DETAIL TO DEMONSTRATE COMPLIANCE WITH APPLICABLE CODES AND REGULATIONS. THE DOCUMENT SHALL NOT BE RELIED UPON AS A SUBSTITUTE FOR FOLLOWING MANUFACTURER INSTALLATION INSTRUCTIONS. THE SYSTEM SHALL COMPLY WITH ALL MANUFACTURERS LISTING AND INSTALLATION INSTRUCTIONS, AS WELL AS ALL APPLICABLE CODES. NOTHING IN THIS DOCUMENT SHALL BE INTERPRETED IN A WAY THAT OVERRIDES THEM. CONTRACTOR IS RESPONSIBLE FOR VERIFICATION OF ALL CONDITIONS, DIMENSIONS, AND DETAILS IN THIS DOCUMENT.

SYSTEM DETAILS	
DESCRIPTION	NEW GRID-INTERACTIVE PHOTOVOLTAIC SYSTEM WITH NO BATTERY STORAGE
DC RATING OF SYSTEM	3.300kW
AC RATING OF SYSTEM	2.800kW
AC OUTPUT CURRENT	11.17A
INVERTER(S)	10 X ENPHASE IQ8PLUS-72-X-US
MODULE	JA SOLAR JAP72S01-330USC
ARRAY WIRING	(1) BRANCH OF 10 IQ8PLUS-72-X-US MICROINVERTERS

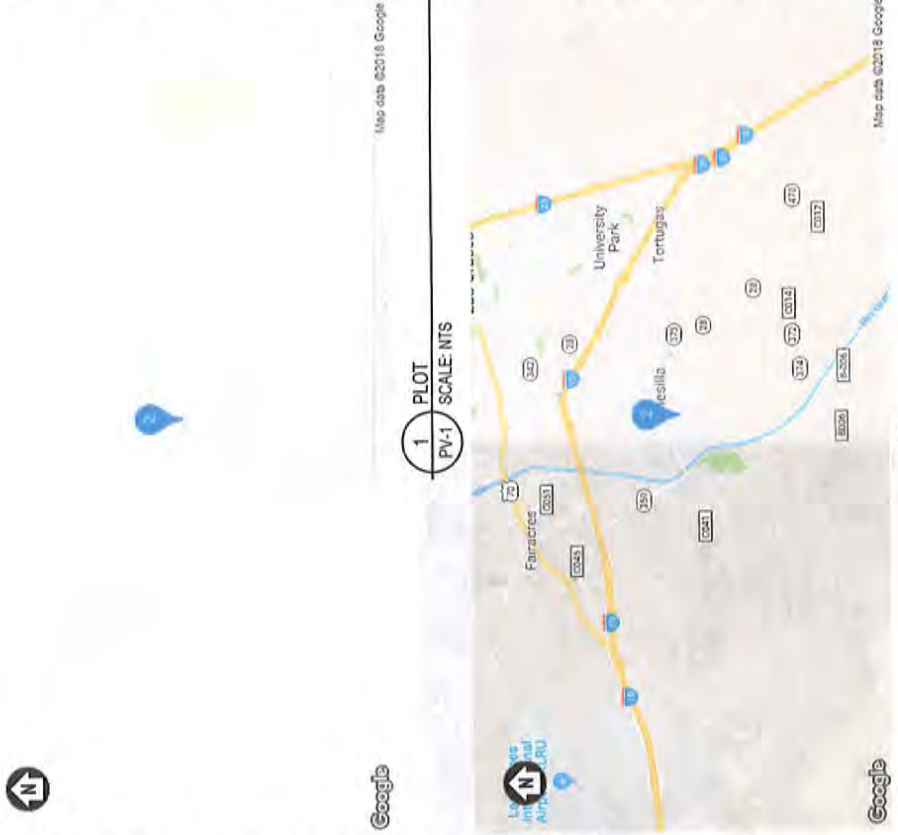
INTERCONNECTION DETAILS	
POINT OF CONNECTION	NEW LOAD SIDE AC CONNECTION PER NEC 705.12(B)
UTILITY SERVICE	120/240V 1Ø
ELECTRICAL PANEL	MAIN SERVICE PANEL W/TOP-FED 100A BUSBAR, 100A MAIN BREAKER

SITE DETAILS	
ASHRAE EXTREME LOW	-9°C (16°F)
ASHRAE 2% HIGH	33°C (91°F)
CLIMATE DATA SOURCE	SALEN (KLRI)
WIND SPEED	II
RISK CATEGORY	II
WIND EXPOSURE CATEGORY	
GROUND SNOW LOAD	

PROJECT SUMMARY
 DOC ID: 91631-114184-1
 DATE: 7/9/18
 CREATOR: K.D.
 REVIEWER:
 REVISIONS

PV-1

(U2)



1 PLOT
 PV-1 SCALE: NTS

2 LOCALE
 PV-1 SCALE: NTS

DIRECTORY OF PAGES	
PV-1	PROJECT SUMMARY
PV-2	SITE PLAN
PV-3	SAFETY LABELS
APPENDIX	
ELECTRICAL CALCULATIONS	
MODULE DATASHEET	
INVERTER DATASHEET	

PROJECT DETAILS	
PROPERTY OWNER	BRAD FOREMAN
PROPERTY ADDRESS	2526 SNOW RD, LAS CRUCES, NM 88005 US
APN	
ZONING	RESIDENTIAL
USE AND OCCUPANCY CLASSIFICATION	ONE- OR TWO-FAMILY DWELLING GROUP (GROUP R3)
AHJ	COUNTY OF DOÑA ANA
UTILITY COMPANY	EL PASO ELECTRIC CO
ELECTRICAL CODE	2017 NEC (NFPA 70)
FIRE CODE	2015 IFC

CONTRACTOR INFORMATION	
COMPANY	YELLOWBIRD SOLAR
LICENSE NUMBER	382600
ADDRESS	680 TARASCAS DR., EL PASO, TX 79912
PHONE NUMBER	(979) 650-1075
CONTRACTOR SIGNATURE	

TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060758

Fee \$ 63⁰⁰

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

CASE NO. 060758 ZONE: RF CODE: MI APPLICATION DATE: 7/18/18

Brad Foreman 644-1990
 Name of Applicant/Owner Applicant's Telephone Number

2526 Snow Rd Las Cruces NM 88005
 Applicant's/Owner's Mailing Address City State Zip Code

foreman@cat.net
 Applicant's/Owner's E-mail Address

One Hour Air Conditioning & Heating
 Contractor's Name & Address (If none, indicate Self)

650-1075 _____
 Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: 2526 Snow Rd.

Description of Proposed Work: Electrical upgrade w/AC & solar panel installation

\$34,391.82 Rocky Dachus (CA) 7/18/2018
 Estimated Cost Signature of Applicant Date

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

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

FOR OFFICIAL USE ONLY

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

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

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

CONDITIONS: need to pull permits from CID

PERMISSION ISSUED/DENIED BY: CSH ISSUE DATE: 7/18/18

- 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 060761
[PZHAC CONSENT AGENDA – 8/6/2018]**

Item:

Case 060761 – 1986 Calle de Cura, submitted by Dianne Moore; a request for a building permit to allow an electrical upgrade and the replacement of an evaporative cooler with a refrigerated air conditioner on a dwelling at this address. Zoned: Historical Residential (HR)

Description of Work Done:

The applicant will upgrade the electric al system in order to replace an evaporative cooler with a central air conditioning system. The evaporative cooler is on the roof and will be removed. A refrigerated air condition unit will be installed on the ground toward the rear of the dwelling. According to the applicant, there will be no changes to the appearance of the structure other than removing the existing evaporative cooler.

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 CURA



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Number

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: [R0400461](#)

Parcel Number: 4006138113068

Owner: BRYAN ANDREA

Mail Address: 3224 NE 18TH AVE

Subdivision:

Property Address: 2557 CALLE DE
PARIAN

Acres: 0.3651056



David Kingsbury
 Electrical Services
 1176 Hoagland Rd.
 Las Cruces
 NM 88005

Estimate

Date	Estimate #
7/26/2018	27

Name / Address
Jonathan Moore 1986 Calle de Cura Las Cruces NM 88005

Project

Description	Qty	Rate	Total
Job Site; 1986 Calle de Cura LC, NM 88005. Install new 200 amp overhead electrical service. * Upgrade grounding * New 200 amp panel * Installation of new breaker for existing branch circuits. * Existing panel in closet converted to junction box * Provide power for new A/C system Please note that if there is any other unforeseen items, that will be for an additional cost including any inspector requests. That cost will be added upon approval. Tax will be applied at time of completion.		2,800.00	2,800.00
Thank you for your business.		Total	\$2,800.00

TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060761 A

Fee \$ 25.50

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

CASE NO. 060761 A ZONE: HR CODE: M1 APPLICATION DATE: 7/27/18

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

P.O. Box 638, Mesilla Park, Nm Applicant's/Owner's Mailing Address 88047 Zip Code

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

Sun City Plumbing and Heating, 560 N. 17th St, LC, Nm 88005 Contractor's Name & Address (If none, indicate Self)

575-526-9758 Contractor's Telephone Number 26504 Contractor's License Number

1986 Calle de Cura Address of Proposed Work:

Remove evaporative cooler from roof and install HVAC system on ground. Description of Proposed Work:

\$ 6847.00 Estimated Cost Diane Moore Signature of Applicant 7/10/2018 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 Approved Date: _____
 Approved Date: _____ Disapproved Date: _____
 Disapproved Date: _____ Approved with Conditions
 Approved with conditions

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

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

CONDITIONS: CID PERMIT REQUIRED (NO CHANGES TO STRUCTURE)

PERMISSION ISSUED / DENIED BY: [Signature] ISSUE DATE: 7/27/18

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:

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

OFFICIAL USE ONLY:

Case # 060761 B

Fee \$ (SEE PERMIT 060761 A)

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

CASE NO. 060761 B ZONE: HR CODE: M1 APPLICATION DATE: 7/27/18

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

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

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

David Kingsbury 117 1/2 Highland Rd. Las Cruces, NM 88005 Contractor's Name & Address (If none, indicate Self)

575-520-3944 Contractor's Telephone Number

1986 Calle de Cura Address of Proposed Work:

Update electrical work. (see sheet). Description of Proposed Work:

\$ 2800.00 Estimated Cost Diane Moore Signature of Applicant 7/10/2018 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 Approved Date: _____
 Approved Date: _____ Disapproved Date: _____
 Disapproved Date: _____ Approved with Conditions
 Approved with conditions

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

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

CONDITIONS: CID PERMIT REQUIRED (NO CHANGES TO STRUCTURE)

PERMISSION ISSUED/DENIED BY: Z. Shum ISSUE DATE: 7/26/18

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

**ADMINISTRATIVE APPROVAL
BUILDING PERMIT REQUEST CASE 0607663
[PZHAC CONSENT AGENDA – 8/6/2018]**

Item:

Case 060766 – 2941 Estrada Road, submitted by Victor Contreras; a request for a building permit to replace two exterior doors on a dwelling at this address. Zoned: Rural Agricultural (RA)

Description of Work Done:

The applicant will replace a front exterior door and a bedroom exterior door on the dwelling t this address with new doors that are in better condition. According to the applicant, the new door will not change the appearance of the structure.

Consistency with the Code:

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

PHOTO OF THE DWELLING FROM ESTRADA ROAD

Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Number

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: [R0400446](#)

Parcel Number: 4006138100235

Owner: GALLEGOS ESTHER M
TRUSTEE

Mail Address: PO BOX 352

Subdivision:

Property Address: 2941 ESTRADA RD

Acres: 0.4



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

OFFICIAL USE ONLY:
 Case # 060766
 Fee \$ 0.00

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

CASE NO. 060766 ZONE: RA CODE: M1 APPLICATION DATE: _____

Victor S. Contreras Jr 575-639-4312
 Name of Applicant/Owner Applicant's Telephone Number

P.O. Box 417 Mesilla NM 88056
 Applicant's/Owner's Mailing Address City State Zip Code

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

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

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

Address of Proposed Work: 2941 Estrada Rd

Description of Proposed Work: Replace existing living room window door and SE bedroom door

\$ 250⁰⁰ / 1200⁰⁰ [Signature] 7/16/18
 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: _____

PERMISSION **ISSUED** / DENIED BY: [Signature] ISSUE DATE: 7/16/18

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

**ADMINISTRATIVE APPROVAL
BUILDING PERMIT REQUEST CASE 060767
[PZHAC CONSENT AGENDA – 8/6/2018]**

Item:

Case 060767 – 1013 Calle de El Paso, submitted by R.J. Bombach; a request for a building permit to reroof a dwelling at this address. Zoned: Rural Farm (RF)

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 new layer of asphalt shingles over the existing shingles. The new shingles will be the same color as the old shingles, and will not result in any change in appearance of the structure.

Consistency with the Code:

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

PHOTO OF THE DWELLING FROM CALLE DE EL PASO



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Number

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: [R0400154](#)

Parcel Number: 4006136048506

Owner: CLAYSHULTE JOHN K JR

Mail Address: PO BOX 42

Subdivision:

Property Address: 1113 S HWY 292

Acres: 1



Fort Selden Roofing
 1400 Brown Rd.
 Las Cruces, NM 88005
 (575)6449581
 jose.fsr@live.com

ESTIMATE

ADDRESS
 Hayner Construction
 1010 N. Armijo
 575 642 7152
 Las Cruces, NM 88005

ESTIMATE # 2641
DATE 06/14/2018

ACTIVITY	QTY	RATE	AMOUNT
Jobsite - 1013 Calle De El Paso (Bombach Old House) Roofing Installation of 30 Year Dimensional Shingles/No New Decking Remove & dispose of existing 3-tab shingles and underlayment. Install 1 layer of Palisade Synthetic Roof Underlayment and drip edge flashing. Finish with 30 Year Dimensional Shingles. Seal around all roof penetrations.	1	3,600.00	3,600.00T
Roofing Installation of 30 Year Dimensional Shingles/New Decking Remove & dispose of existing 3-tab shingles and wood shakes. Install new 7/16" OSB decking over 1x6 wood planks. Install 1 layer of Palisade Synthetic Roof Underlayment and drip edge flashing. Finish with 30 Year Dimensional Shingles. Seal around all roof penetrations.	1	17,500.00	17,500.00T
Roofing Installation of Carlisle TPO Roof System	1	2,400.00	2,400.00T

ACTIVITY	QTY	RATE	AMOUNT
on flat roofs Fasten 1/2" recovery board with 2" plates and 3" wood screws. Fully adhere 60 mil TPO membrane, heat weld all seams. Leave CLEAN around jobsite.			

SUBTOTAL	23,500.00
TAX (8.3125%)	1,953.44
TOTAL	\$25,453.44

Accepted By

Accepted Date



7-11-18

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

CASE NO. 060767 ZONE: RR CODE: M1 APPLICATION DATE: 7/25/18

R. J. Bomback
Name of Applicant Telephone Number
1013 Calle De El Paso, Mesilla NM 88046.
Street Address City State Zip Code
Fort Selden Roofing, 1400 Brown Rd Las Cruces, NM 88005
Contractor Name and Address
575-644-9015 27-2993689 378594
Contractor Telephone Number Contractor Tax I.D. Number Contractor License #

LOCATION & DESCRIPTION OF PROPOSED WORK:
Location: 1013 Calle De El Paso.
Description of work: Installation of 30yr Dimensional shingles & installation of Carlisle TPO Roof system on flat roof area.

Estimated Cost:
\$ 23,500.00

[Signature] Date: 7/25/18
Signature of Applicant

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 BOT Approved
 Disapproved Disapproved
 Approved with conditions Approved with condition

CONDITIONS: NO CHANGES TO APPEARANCE OF STRUCTURE

FEE: REVIEW: ISSUE DATE: 7/30/18
PERMIT: ISSUE DATE: 7/30/18 [Signature]

- 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 060768
[PZHAC CONSENT AGENDA – 8/6/2018]**

Item:

Case 060768 – 1910 Calle de Parian, submitted by Lillian Grijalva; a request for a building permit to temporarily cover part of a leaking flat roof with a tarp while funding for repairs is being obtained for a commercial structure at this address. Zoned: Historical Commercial (HC)

Description of Work Done:

The purpose of this permit is to allow the applicant to cover a leaking spot in the roof temporarily with a tarp until a settlement with the insurance company is reached for permanent repairs. The tarp will be behind a parapet wall and will not be seen from the street. 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 the tarp will be hidden behind parapets.

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 PARIAN



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Number

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: [R0400355](#)

Parcel Number: 4006137272430

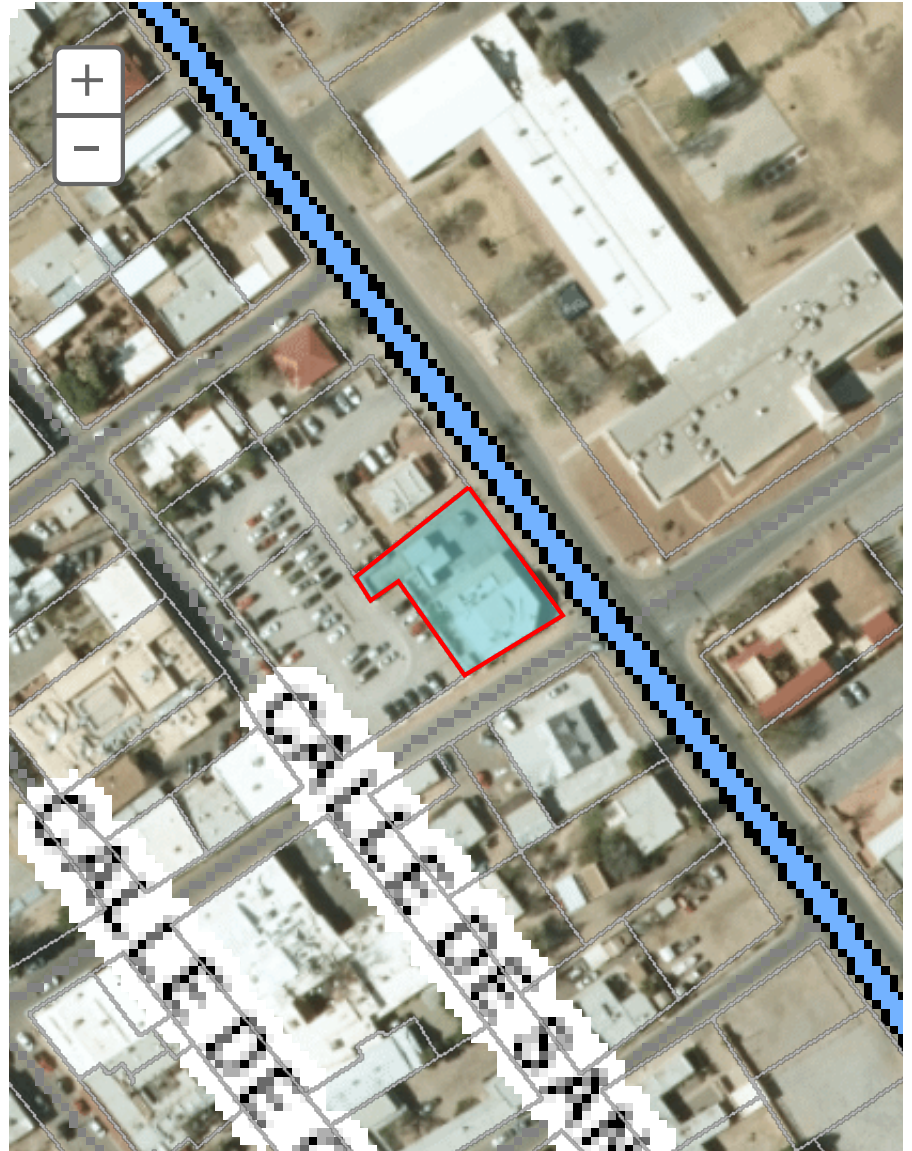
Owner: GRIJALVA MIGUEL JR &
PRISCILLA TTES MIGUEL GRIJALVA JR
& PRISCILLA TRUS

Mail Address: 1810 HALFMOON

Subdivision:

Property Address: 1910 CALLE DE
PARIAN

Acres: 0.20523416



TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060768

Fee \$ 0.00

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

CASE NO. 060768 ZONE: HC CODE: M1 APPLICATION DATE: 7/27/18

Name of Applicant/Owner: Lillian Grigalva Applicant's Telephone Number: 575-621-5265

Applicant's/Owner's Mailing Address: 1910 CALLE DE PARIAN MESILLA, NM City: _____ State: _____ Zip Code: _____

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

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

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

Address of Proposed Work: 1910 CALLE DE PARIAN

Description of Proposed Work: Putting a tarp over building (not colored), as roof leaking and needs repair. Need to look for funding - insurance bank. Temporary fix during this monsoon season. Tarp to be as insignificant and as short lived as possible.

Estimated Cost: \$ 100.00 Signature of Applicant: Lillian Grigalva Date: 7-25-18

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

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

FOR OFFICIAL USE ONLY

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

FIRE INSPECTION/APPROVAL REQUIRED: YES NO SEE CONDITIONS

CID PERMIT/INSPECTION REQUIRED: YES NO SEE CONDITIONS

CONDITIONS: _____

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 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

AUGUST 6, 2018

PZHAC DECISIONS

BUILDING PERMITS

PZHAC ACTION FORM
BUILDING PERMIT 060736
[PZHAC REVIEW – 8/6/2018]
STAFF ANALYSIS

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

Item:

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

Staff Analysis:

The proposed work was discussed at today's work session in order to give the applicant a chance to provide a copy of the survey for the property to determine if the carport encroached on Town property. It appears that the carport does not cross the property line. The PZHAC will need to determine if the carport may be built to a zero lot line setback, if it is a completely open structure; or if it will need to meet the three foot setback typically required for closed structures.

If it is determined that the construction and/or style of the carport is architecturally appropriate or acceptable for the property as built, or if an alternate solution is arrived at, then the request can be approved on the assumption that all requirements of the Code will be satisfied. The PZHAC should continue on to approve the request based on the Findings stated below.

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

Estimated Cost: @ \$2,325.00

Consistency with the Code:

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

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

Findings:

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

PZHAC ACTION:

**PZHAC ACTION FORM
BUILDING PERMIT 060748
[PZHAC REVIEW – 8/6/18]
STAFF ANALYSIS**

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

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 FORM
BUILDING PERMIT REQUEST CASE 060749
[PZHAC REVIEW – 8/6/18]
STAFF ANALYSIS

Item:

Case 060749 - 1560 Calle de El Paso, submitted by Raul Rodriguez, a request for a building permit to allow construction of an open free standing carport on a residential property at this address. Zoned: rural Agricultural (RA)

Staff Analysis and Recommendation:

The applicant would like to construct a 29 foot by 35 foot carport 100 feet to the west (rear) rear of an existing dwelling on a six acre property owned by the applicant. The structure will consist of a simple one story metal open frame carport (see attached) with a sloped roof (11 feet high front, 10 foot high rear). The structure will be used to protect equipment used on the property and automobiles from the sun and rain.

Estimated Cost: @ 300.00

Consistency with the Code:

The property is zoned Residential/Agricultural (RA). The proposed structure will meet all setback requirements of the Zoning and Building codes for the property. The structure, when finished, will also be consistent with Chapter 18.25 (RA Rural Farm Zone) of the Code, especially:

18.25.020 RA Residential/Agricultural Zone, Permitted Uses:

E. Accessory uses customarily incidental to the uses listed above.

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 construction of a 29 by 35 foot open carport to the rear of an existing dwelling on the property
- The proposed construction is compatible with the RA zoning of the property.
- The PZHAC has determined that the proposed addition meets all applicable Code requirements.

PZHAC OPTIONS:

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

PZHAC ACTION:

Doña Ana County, NM

General Reference Maps

2014 Aerial | Addresses | County Address Points

Select Search Type: Account Number

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: [R0400184](#)

Parcel Number: 4006137061180

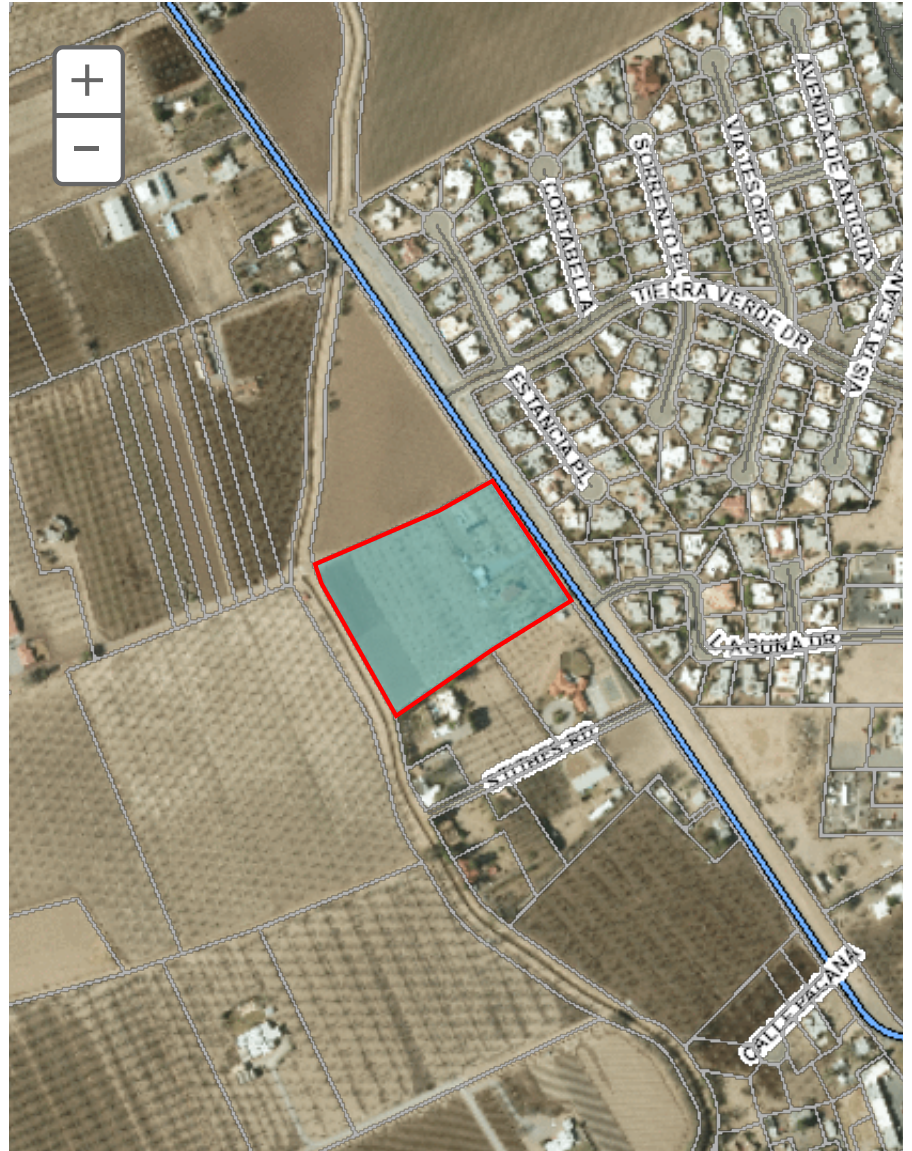
Owner: RODRIGUEZ RAUL & MARIA

Mail Address: 1560 CALLE EL PASO

Subdivision:

Property Address: 1560 HWY 292

Acres: 1





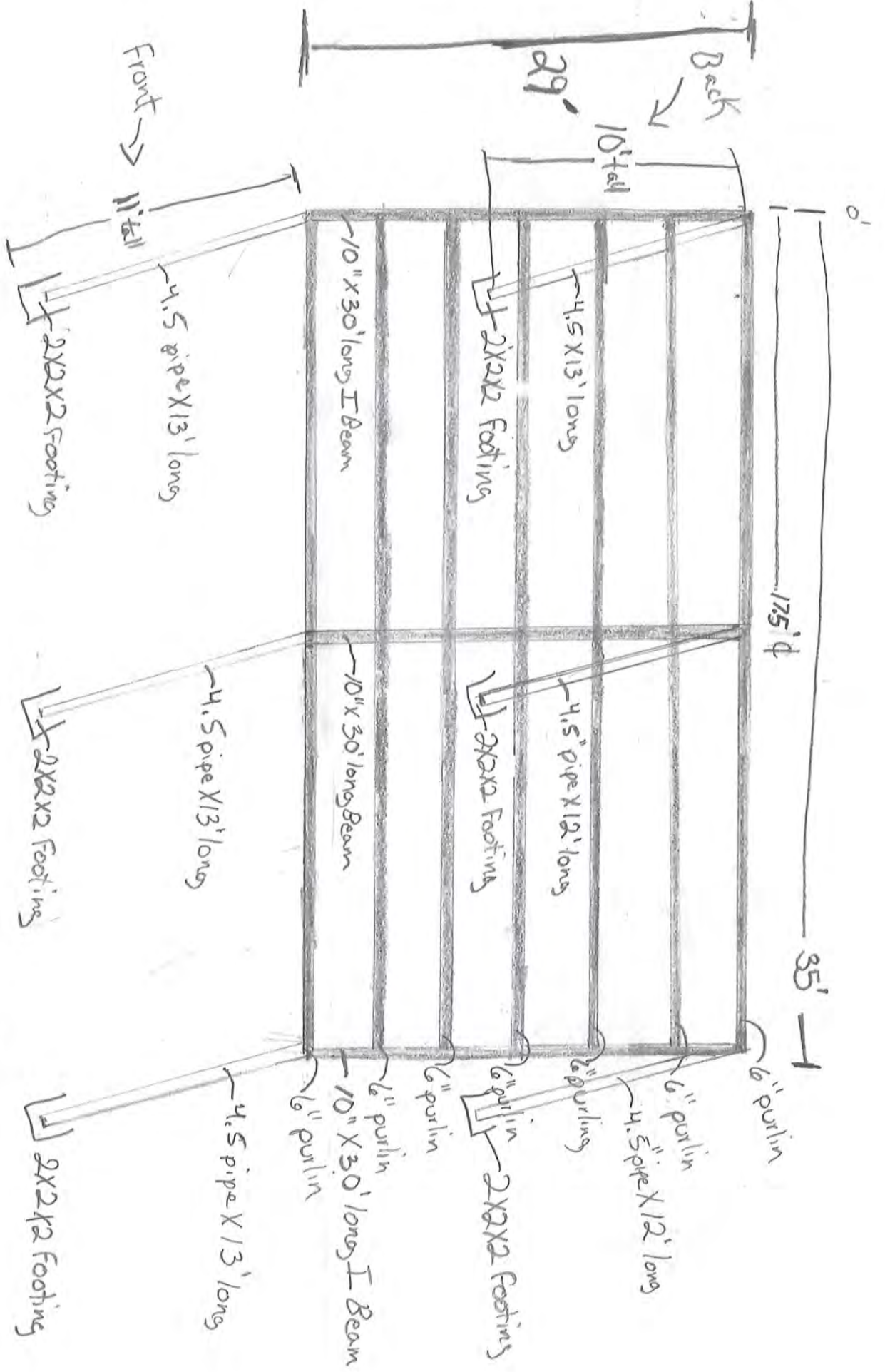
Imagery ©2018 Google, Map data ©2018 Google 100 ft

PHOTO OF THE PROPERTY FROM CALLE DE EL PASO



PHOTO OF REAR OF PROPERTY (LOCATION OF GARAGE)





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

OFFICIAL USE ONLY:

Case # 060749

Fee \$ 0.00

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

CASE NO. 060749 ZONE: RA CODE: AD APPLICATION DATE: 7/2/18

RAUL RODRIGUEZ (575) 639-1248
 Name of Applicant/Owner Applicant's Telephone Number

1560 CALLE DE EL PASO LAS CRUCES N.M. 88005
 Applicant's/Owner's Mailing Address City State Zip Code

Applicant's/Owner's E-mail Address

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

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

Address of Proposed Work: 1560 CALLE DE EL PASO L.C. N.M. 88005

Description of Proposed Work: carport next to adobe casita on property

\$ 300 Raul Rodriguez 7/2/18
 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 & APPROVAL REQUIRED. CID PERMIT & INSPECTION 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 060752
[PZHAC REVIEW – 8/6/18]
STAFF ANALYSIS

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

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 proposed work will be architecturally appropriate or acceptable for the zoning of the area 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 work will not be architecturally appropriate or acceptable to the zoning of the area, 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: @ \$1,200.00

Consistency with the Code:

The PZHAC will need to determine that the proposed work, when finished, will be consistent with the architectural elements of development zone for this property. Additionally, the request appears to meet 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 closing off one door, removing a metal storm door, and replacing a window with a door in the front wall of a church store at this address.
- The PZHAC has determined that the proposed wall meets all applicable Code requirements.

PZHAC OPTIONS:

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

PZHAC ACTION:

PZHAC ACTION FORM
BUILDING PERMIT REQUEST CASE 060747
[PZHAC REVIEW – 8/6/18]

Item:

Case 060747 – 2631 Calle de Santa Ana, submitted by Christina R. Zamarripa; a request for a building permit to allow a wooden fence to be installed on a residential property at this address. Zoned: Historical Residential (HR)

Staff Analysis:

The applicant would like to install a six foot high wood fence around a portion of the side and rear yard of the subject property. The proposed fence will run along the property line for 58 feet at the south side (rear) of the property (along Calle del Sur). It will then run for 58 feet along the west property line, and 19 feet across the property to the dwelling. There will also be a six foot long portion of fence that runs between the dwelling and the east property line. The fence will run between two property lines and across the rear of the subject property (see attached site plan), so the fence will not be in any clear-sight-triangle.

The purpose of the fence will be to contain several large dogs that are kept as pets.

The style of the fence will be very similar to other fences that exist in the immediate area, including the back yard of the neighboring property to the east. The fence will be natural wood in color, which is allowed in the Historic zones.

The applicant has been allowed to install a temporary metal stake and wire mesh fence in the yard pending the outcome of this request.

Estimated Cost: @ \$1000.00

Consistency with the Code:

Chapter 18.35 Historic Residential Zone

18.35.040 New structures.

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

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

Findings:

- The PZHAC has jurisdiction to review and recommend approval of this request to the BOT.
- The proposed work consists of construction of a 5-6foot high fence around a portion of a residential yard On the southwest side of a property at this address.
- The proposed fence is similar in style to other fences on properties in the area.
- The proposed fence appears to meet all applicable sections of the Code.

PZHAC OPTIONS:

Recommend approval of the application to the BOT.

Recommend approval of the application with conditions to the BOT.

Reject the application.

PZHAC ACTION:

Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Number

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: [R0400494](#)

Parcel Number: 4006138147149

Owner: RAMIREZ JUAN

Mail Address: 2944 E PEARL AVE

Subdivision:

Property Address: 2631 CALLE DE SANTA ANA

Acres: 0.13000459



VIEWS OF DRIVEWAY FROM CALLE DEL SUR





TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060757

Fee \$ 38.00

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

CASE NO. 060757 ZONE: HR CODE: M1 APPLICATION DATE: 26/6/18

HELENA R. Zamarripa (575) 202-4861
 Name of Applicant/Owner Applicant's Telephone Number

4781 Camino Dos Vidas Las Cruces NM 88012
 Applicant's/Owner's Mailing Address City State Zip Code

CRzap89@yahoo.com
 Applicant's/Owner's E-mail Address

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

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

Address of Proposed Work: 2631 Calle De SANTA ANA

Description of Proposed Work: Temporary fence: possibly - 58' x 58' x 19'
wooden fence: placing sod!

\$1000.00
 Estimated Cost

[Signature]
 Signature of Applicant

12 July 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: NEED PZHAC REVIEW + BOT FINAL APPROVAL

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 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 ACTION FORM
BUILDING PERMIT 060762
[PZHAC REVIEW – 8/6/18]
STAFF ANALYSIS:

Case 060762 – 2547 Calle del Norte, submitted by Rosalina Contreras; a request for a building permit to replace windows, doors, and screens on a dwelling at this address. Zoned: Historic Residential (HR)

The structure is in the Historic Register (see attached) and appears to have been built around 1935. Its architectural contribution to the Town is considered to be “neutral” on the Registry worksheet, but “contributing” on the Registry description sheet. The structure does not appear to have been substantially modified since the inventory was taken, and many of the existing features appear to be original. The current windows that exist in the structure do not appear to be the original windows, although they are old (see attached photos). According to the applicant, the proposed windows will be very similar to the windows being replaced, but will have two panes per window rather than the multi-panes currently existing. Additionally, the windows will slide from side to side rather than be the overhead sash type that opens up and down. The windows will either be white or the same color as the original windows. The smaller two-pane bathroom windows will be replaced with windows that are very similar to the existing windows. The screens and doors will also be repaired or replaced.

Estimated Cost: @ \$2000.00

Consistency with the Code: The proposed windows and enclosure will be compatible with the style of the structure and the surrounding properties, and the proposed windows will be consistent with the following sections of the Code:

Chapter 18.35 HR – Historical Residential Zone

The addition could be compatible with the HR zoning of the property if 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]

Findings:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of replacing windows and repairing or replacing doors and screens on a dwelling at this address.
- The PZHAC has determined that the proposed dwelling meets all applicable Code requirements.

PZHAC OPTIONS:

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

PZHAC ACTION:

Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Number

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



PHOTOS OF EXISTING STRUCTURE SHOWING SOME OF THE WINDOWS TO BE REPLACED



CLOSE-UPS OF SOME OF THE EXISTING WINDOWS TO BE REPLACED



CLOSE-UPS OF SOME OF THE EXISTING WINDOWS TO BE REPLACED



REPLACEMENT WINDOWS – GENERAL



REPLACEMENT WINDOWS - BATHROOM



1. ALERT SHEET? YES NO

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

2. SURVEY DATE 3. BY: 1/80 MBT

4. CHECK DATE 5. BY

6. COMPUTER DATE 7. BY

8. FILE DATE 9. BY

10. REVISION DATE 11. BY

2. COUNTY: Dona Ana

13. FIELD MAP

14. NUMBER: 2547 route

15. UTM REFERENCE NUMBER
13 33d300 35719100
ZONE EASTING NORTHING

16. SPECIFIC LOCATION: SE corner of Calle del Oeste and Calle del Norte

17. CITY/TOWN: Mesilla

18. ZIP

19. LAND GRANT OR RESERVATION

20. ID. #: 18.320.2288

22. ROLL #: 92

23. NEG #: 36

24. LOCATION OF NEG.

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

25. ARCHITECTURAL STYLE: adobe vernacular

26. NUMBER OF STORIES: one

27. FOUNDATION MATERIAL(S): Roberta BERNICE ALVILLAR

28. EXTERIOR WALL SURFACE(S): light brown stucco

29. FENESTRATION (TYPE, DIVISIONS, SURROUNDS, SILLS, ARRANGEMENTS): 4.006-137.001-471
- hoatz slide, alum sashes, concrete lug sills, no surrounds

30. DOOR ENTRANCE (TYPE/SURROUNDS): common wood door

31. ROOF(S) (NUMBER/SHAPE/MATERIAL DETAILS): Flat with flat parapets

32. CHIMNEY(S) (NUMBER, EXTERIOR-INTERIOR/MATERIALS)

33. EXTERIOR DETAILS

34. COMMENTS



DATE OF CONSTRUCTION

35. ESTIMATED: 1935

36. ACTUAL

37. SOURCE OF DATE

38. ARCHITECT/ENGINEER/BUILDER

39. SOURCE OF INFORMATION

40. NAME

USE

41. PRESENT: residential

42. HISTORIC

43. CONDITION

EXCELLENT GOOD FAIR DETERIORATED

44. DEGREE OF REMODELING: 2, new win down
 MINOR MODERATE MAJOR

45. IMMEDIATE SURROUNDINGS: rural/residential

46. RELATION TO SURROUNDINGS: SIMILAR NOT SIMILAR

47. ARCHITECTURAL CONTRIBUTION TO SURROUNDINGS: PLUS NEUTRAL MINUS

48. OVERALL SIGNIFICANCE: NATIONAL STATE LOCAL NONE

49. ASSOCIATED BUILDINGS?: YES NO

50. WHAT TYPE?

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

52. SEE BACK? YES NO

- 287 This stuccoed, gabled house has aluminum frame windows and a gabled porch protecting the entrance. est. 1960. (N)
- 288 This is a stuccoed residence with a flat roof and parapet. and aluminum frame windows. est. 1930. (C)
- ~~289 This is an adobe farm house with aluminum frame windows, a flat roof with parapet, viga ends visible, and a shed roof porch with mission tile. There is a utility shed, a barn, and a silo associated with this house. est. 1900. (C)~~
- 290 This stuccoed adobe residence has a flat roof and parapet and metal casement windows. est. 1910. (C)
- 291 This stuccoed adobe residence has a flat roof, wood frame windows, a parapet, and a square-plan. est. 1920. (C)
- 292 This Ranch Style house has terrecotta brick walls. est. 1965. (N)
- 293 This is an apartment complex in a Territorial Revival style. The architecture matches that of the house to the north. This building blends well with the surroundings. est. 1975. (N)
- 294 This stuccoed house has a gabled roof and wood frame windows. est. 1910. (C)
- 295 This stuccoed gabled house with a brick half wall and wood frame windows has purlins and brackets. est. 1935. (N)
- 296 This gabled adobe residence has wood frame windows. est. 1910. (C)
- 297 This Ranch Style house has brick walls and aluminum frame windows. est. 1965. (I)
- 298 This stuccoed adobe house has a low gabled roof and aluminum frame windows. est. 1900. (C)
- 299 This is a rectangular-plan house with aluminum frame windows and a gabled roof. est. 1965. (N)
- 300 This is a small gabled house with aluminum frame windows. A trailer house is adjacent to it to the west. est. 1955. (I)
- 301 This house has a crenalated parapet and wood frame windows covered by tiled hoods. est. 1915. (C)
- 302 This square-plan stuccoed house with a flat roof and parapet has wood frame windows. est. 1900. (C)
- 303 This is a very long, rectangular-plan adobe house with a flat roof, parapet, wood frame windows, and an open porch spanning the length of the facade. est. 1900. (C)

TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060762

Fee \$ 77.00

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

CASE NO. 060762 ZONE: HR CODE: M1 APPLICATION DATE: 7/27/18

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

rosaline2652@gmail.com
 Applicant's/Owner's E-mail Address

Window World 300 N. Tekshor 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

Address of Proposed Work: 2547 Calle del Norte

Description of Proposed Work: Replace windows, doors and screens

\$ 2,000.00 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: PZHAC REVIEW & BOT FINAL APPROVAL REQUIRED
JK

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 PERMITS 060763 AND 060769
[PZHAC REVIEW – 8/6/2018]
STAFF ANALYSIS

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

Items:

Case 060763 – 2557 Calle de Parian, submitted by Andrea Bryan; a request for a building permit to allow the construction of a wall across part of the front yard of a residential property at this address. Zoned: Historical Residential (HR)

Case 060769– 2557 Calle de Parian, submitted by Andrea Bryan; a request for a building permit to allow the replacement of a window with a door and the installation of a portico front entrance on a dwelling at this address. Zoned: Historical Residential (HR)

Staff Analysis:

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

If it is determined that the proposed alterations to the dwelling are architecturally appropriate or acceptable for the zoning of the area 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 alterations to the structure would not be architecturally appropriate or acceptable to the zoning of the area, 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: @ \$5,000.00

Consistency with the Code:

The PZHAC will need to determine that the proposed alterations, when finished, will be consistent with the development of land in the HR zoning district. Additionally, the request appears to meet 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 converting a window to a door with a portico, and constructing a stuccoed wall around part of a yard of a dwelling at this address.
- The PZHAC has determined that the proposed alterations meet all applicable Code requirements.

PZHAC OPTIONS:

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

PZHAC ACTION:

BOT ACTION FORM
BUILDING PERMIT 060764
[PZHAC REVIEW – 8/6/18]

STAFF ANALYSIS

Item:

Case 060764 – 2355 Calle de Guadalupe, submitted by Tenniel and Heather Salopek; a request for a building permit to allow the replacement of a front door and repainting of window trim on a commercial shop at this address. Zoned: Historical Commercial (HC)

Description of Work to be Done:

The applicants would like permission to replace the existing door on Calle de Guadalupe with a glass and wood door painted red in color (see attached picture). The style of the proposed door is similar to other doors found on the Plaza. Although the proposed red is not exactly an approved color for the Historic district, it is similar, (but brighter) to some of the darker reds that are allowed (see attached color chips). The window trim of the adjacent window will be painted to match the door.

Consistency with the Code:

The PZHAC will need to determine that the proposed structure, when finished, will be consistent with the following sections of the Code:

18.06.110 Review of applications within Historical and General Commercial zones – Considerations.

- A. All applications for work in the Historical zones and Commercial zone (not subject to administrative approval) shall be reviewed by the planning, zoning and historical appropriateness commission. The commission shall determine whether the request involved will be appropriate for the purposes of this title. If the request shall be determined to be inappropriate, the board shall determine whether, owing to conditions especially affecting the building or structure involved, but not affecting the historical district generally, such application may be approved without substantial detriment to the public welfare and without substantial derogation of the intent and purposes of this title.
- B. In reviewing an application, the planning, zoning and historical appropriateness commission shall consider in addition to this chapter:
1. The historical and literary value and significance of the site, building, or structure;
 2. The general design, arrangement, texture, material and color of the features, sign or billboard involved;
 3. The relation of such factors to similar factors or sites, buildings and structures in the immediate surroundings;
 4. The appropriateness of the size and shape of the building or structure in relation to:
 - a. The land area upon which the building or structure is situated;
 - b. The landscaping and planting features proposed by the applicant; and
 - c. The neighboring sites, buildings or structures within the historical district.
 5. The commission shall also consider the applicable zoning and other laws of the town.
- C. In recommending approval of an application the commission may impose conditions which shall be binding upon the property. Prior to approving an application subject to conditions, the commission may notify the applicant of its proposed action to solicit his opinion. The concurring vote of three members of the board shall be necessary to make a determination in favor of the applicant on any application. [Ord. 2009-05 § 2]

Findings:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of installing an awning over the entrance to the business.
- The subject property is zoned Historical Commercial (HC)
- The proposed awning will not have negative impacts on the surrounding businesses in the area.
- The proposed installation will be consistent with the Code.

PZHAC OPTIONS:

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

Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Number

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: [R0400329](#)

Parcel Number: 4006137247444

Owner: DOUBLE EAGLE DE MESILLA
INC

Mail Address: PO BOX 905

Subdivision:

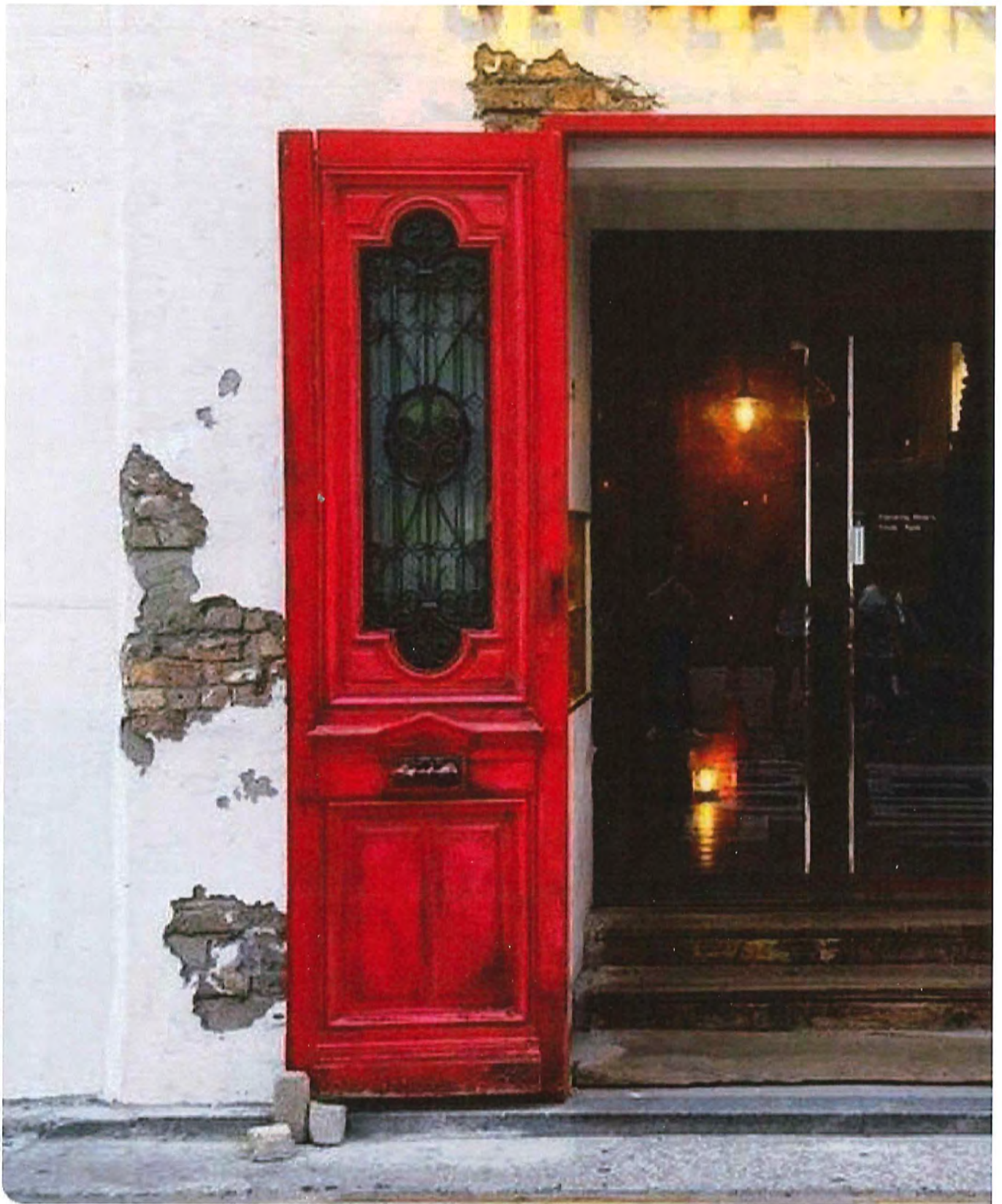
Property Address: 2379 CALLE DE
GUADALUPE

Acres: 0.18000459



VIEW OF THE EXISTING DOOR AND WINDOW FROM CALLE DE GUADALUPE





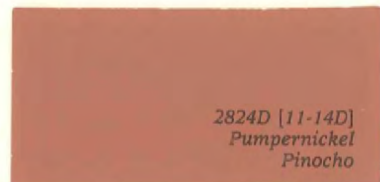


HIBISCUS • SF06B



30YR 68/127
Rosa Vino
Rose Bordeaux

Pink Chablis



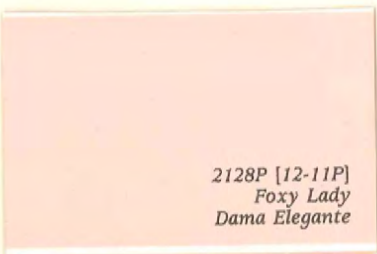
2824D [11-14D]
Pumpnickel
Pinocho



2825D [11-15D]
Brownies
Brown



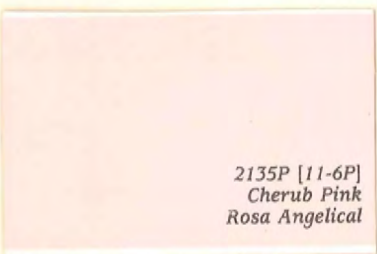
2826C
Ginger Boy
Marron Intenso



2128P [12-11P]
Foxy Lady
Dama Elegante



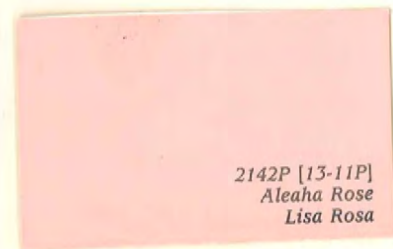
2168C
Chocolate Delight
Delicia Chocolate



2135P [11-6P]
Cherub Pink
Rosa Angelical



FARMHOUSE RED • CO12A



2142P [13-11P]
Aleaha Rose
Lisa Rosa



11YR 07/229
Vino de Bergoña
Bourgogne



[Sent from Yahoo Mail for iPhone](#)

TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060764

Fee \$ 0.00

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

CASE NO. 060764 ZONE: HC CODE: MISC APPLICATION DATE: 7/27/18

Name of Applicant/Owner: Tenniel & Heather Sabpek Applicant's Telephone Number: 575 644 8644

Applicant's/Owner's Mailing Address: 5615 Snow Rd Las Lunas NM City: Las Lunas State: NM Zip Code: 88005

Applicant's/Owner's E-mail Address: tenniel@sabpek60.com

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

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

Address of Proposed Work: 2355 Guadalupe, Mesilla

Description of Proposed Work: Replace door and paint Red, also paint window seal Red to match (Frame)

Estimated Cost: \$ 300.00

Signature of Applicant: 

Date: July 26, 18

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

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

FOR OFFICIAL USE ONLY

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

BOT Approved Date: _____ Disapproved Date: _____ Approved with Conditions

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

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

CONDITIONS: REVIEW BY PZHAC ; APPROVAL BY BOT 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 060765
[PZHAC REVIEW – 8/6/18]
STAFF ANALYSIS

Item:

Case 060765 – 1366 Paisano Road, submitted by Eric Hamilton, a request for a building permit to construct an addition to an existing dwelling on the property at this address. Zoned: Rural Farm (RF)

Staff Analysis and Recommendation:

The subject property is located on a 5 acre property that is on a private road west of Paisano Road. The dwelling was built last year. The applicant would like to construct an addition to the existing dwelling consisting of two bedrooms, two bathrooms, and a new den with a small kitchen area. The existing garage would be converted into the proposed den. A new garage would also be added to the western side of the structure. In addition to exterior doors, there will be access to the new part of the structure from the kitchen of the existing dwelling. The construction will be a continuation of the existing dwelling and will be finished to match. (A permit for the construction and any electrical and plumbing work will be required by CID.) There are no architectural standards in the RF zone.

Estimated Cost: @ 1000.00

Consistency with the Code:

The property is zoned Residential/Agricultural (RF).

The structure, as currently located, will meet all setback requirements of the Zoning and Building codes for the property. The structure also will be consistent with Chapter 18.20 (RF) Rural Farm Zone of the Code in that it will be an extension of an existing dwelling. Additionally, it will meet the setback requirements for the RF zone.

18.20.050 RF Development standards.

C. Yards – Front. Each lot or parcel of land shall have a front yard extending across the full width of the lot or parcel, with a depth of not less than 30 feet.

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

Findings:

- The PZHAC has jurisdiction to review and recommend approval of this request to the BOT.
- The proposed work consists of construction of an addition to an existing dwelling.
- The proposed construction is compatible with the RF zoning of the property.
- The PZHAC has determined that the proposed addition meets all applicable Code requirements.

PZHAC OPTIONS:

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

PZHAC ACTION:

Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Number

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: [R0400029](#)

Parcel Number: 4005137178144

Owner: HAMILTON ERIC S

Mail Address: PO BOX 98

Subdivision:

Property Address: 1366 PAISANO RD

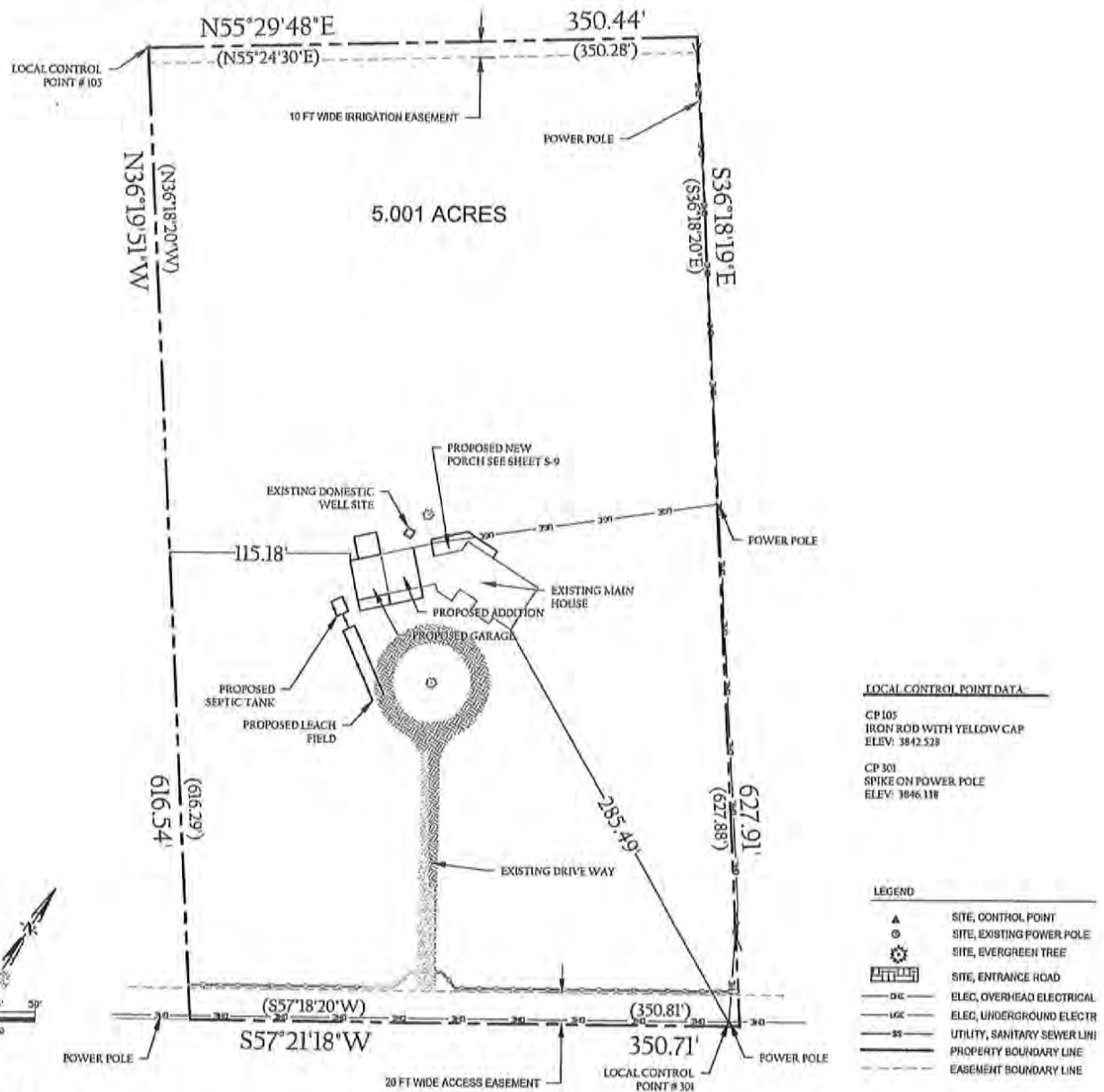
Acres: 1



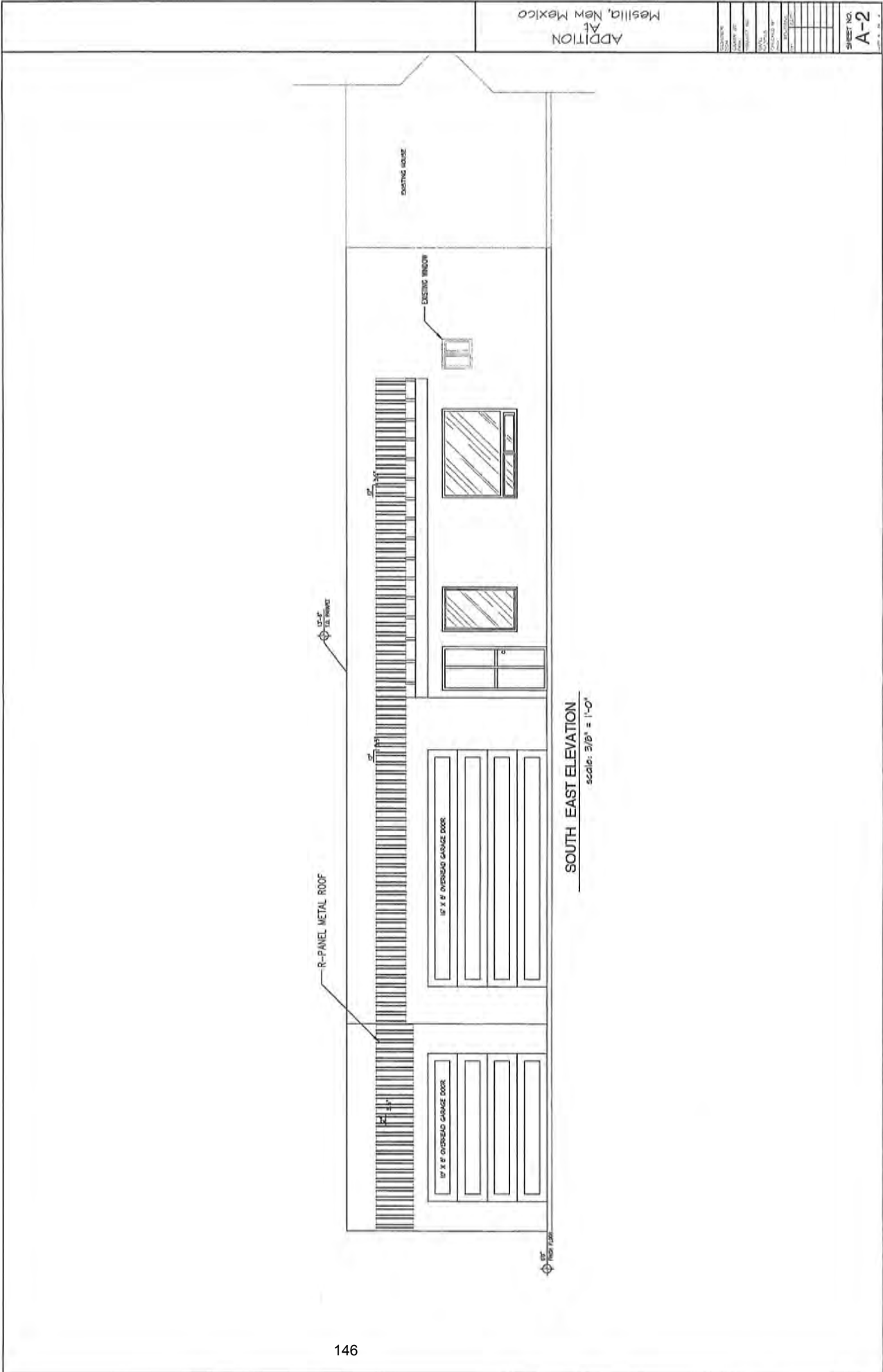
PHOTOS OF THE PROPERTY FROM THE PRIVATE ROAD SHOWING WHERE THE ADDITION WILL BE



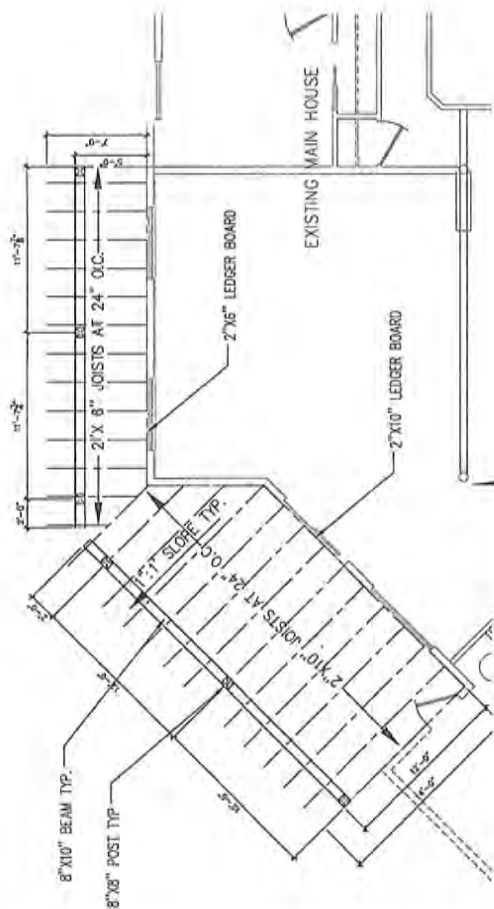
CONSTRUCTION PLAN FOR HOUSE ADDITION & PORCH LOCATED 1366 PAISANO ROAD



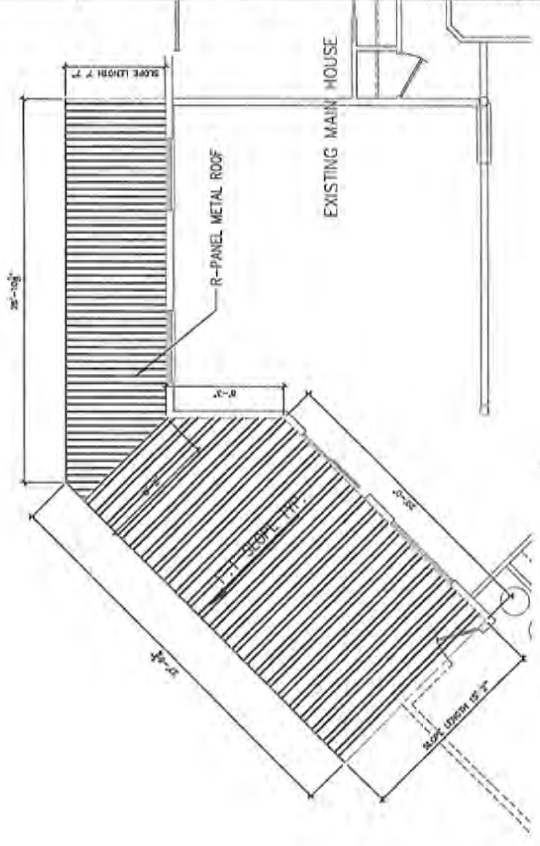
PLOT PLAN
TOWN OF MESILLA, NM
DONA ANA COUNTY
SECTION 26, T.23S., R1.E.



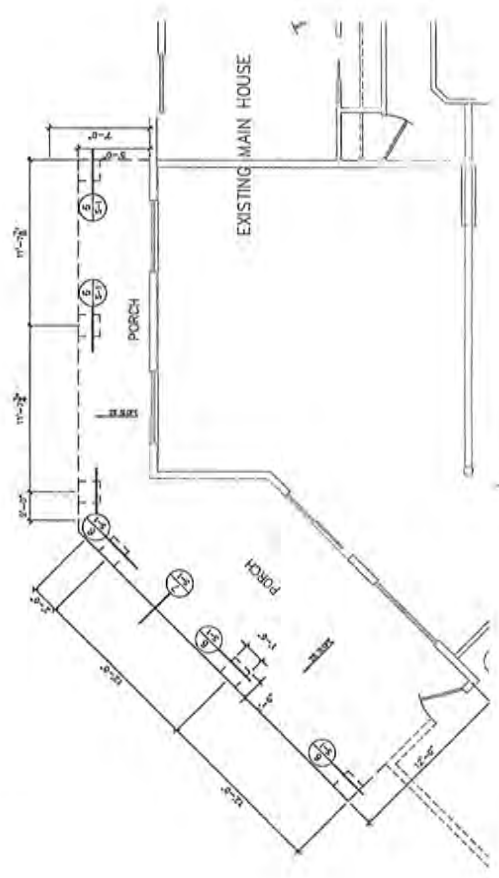
NOTES
 PORCH AREA: 417 SF



PORCH FRAMING PLAN
 scale: 1/4" = 1'-0"



PORCH ROOF PLAN
 scale: 1/4" = 1'-0"



PORCH FOUNDATION PLAN
 scale: 1/4" = 1'-0"



1610567 MAY 17, 2016 12:23:37 PM PAGES: 1
WARRANTY DEED Deputy: Brandi Delgado
Lynn J. Ellms, County Clerk, Dona Ana, NM



COPY

WARRANTY DEED (JOINT TENANTS)

SWAT #039681 GC/CP

a married man, as his sole and separate property,
Norman Keifetz, ~~XXXXXXXX~~, for consideration paid, grants to Eric S. Hamilton and Danielle C. Hamilton, husband and wife, as joint tenants, whose address is 1320 Avenida de Mesilla Apt. 2121 B, Las Cruces, NM 88005, the following described real estate in Dona Ana County, New Mexico:

A tract of land situate in the Town of Mesilla, Dona Ana County, New Mexico in Section 26, T.23S., R.1E., N.M.P.M. of the U.S.R.S. Surveys, being a part of U.S.R.S. Tract 10-41E and being more particularly described as follows:

BEGINNING at a 3/4" iron pipe found along the south line of the Clark Lateral (an existing 50 foot wide right of way) for the northeast corner of this tract; Whence a U.S.B.O.R. Brass Cap found at check station 27+00 along the Clark Lateral near the intersection of Paisano Road bears N.53°56'41"E., 582.07 feet; THENCE, from the point of beginning, leaving the south line of the Clark Lateral, S.36°18'19"E., 627.91 feet to a 1/2" iron rod found along the south line of an existing 20' wide road easement for the southeast corner of this tract; THENCE along the south line of said easement, S.57°21'18"W., 350.71 feet to a 1/2" iron rod found for the southwest corner of this tract; THENCE leaving said easement, N.36°19'51"W., 616.54 feet to an iron rod found along the south line of the Clark Lateral for the northwest corner of this lot; THENCE along the south line of the Clark Lateral, N.55°29'48"E., 350.44 feet to the point of beginning, containing 5.001 acres of land, more or less.

SUBJECT TO: Restrictions, Reservations and Easements of record.

with warranty covenants.

Witness my hand(s) and seal this 16 day of May, 2016.

Norman Keifetz
Norman Keifetz

ACKNOWLEDGMENT FOR NATURAL PERSONS

STATE OF New York

COUNTY OF New York

This instrument was acknowledged before me on May 16, 2016, by Norman Keifetz.

My Commission Expires: 3/7/2020

ROBERTE E. YOUNG
Notary Public, State of New York
No. 01Y06338160
Qualified in New York County
Commission Expires March 07, 2020

Robert Young
Notary Public



If your lot has more than one LW system, you must fill out a separate application for each system. The site plan drawing must show all liquid waste systems located on your lot. Existing permitted systems must be identified with their LW Permit #. New, modified or unpermitted systems must be clearly labelled on the site plan. NMED agents are not authorized to amend or complete any portion of this application.

Liquid Waste Processing Number:

0063911

Treatment & Disposal System Design

Section 1 Design Flow, Hydrology, and Soil Description

A. Wastewater Sources & Design Flow Calculations				B. Hydrology Data		C. Soil Description:	
Facility	Units (enter number)	(Q) Flow, calculated: gpd	Depth from ground surface to:	Feet	Type	AR	
<input checked="" type="checkbox"/> Single Family Residence	Bedrooms: 2	Total flow: 300	Seasonal High Water table	7	<input type="checkbox"/> Type Ia: Coarse Sand (or up to 30% gravel)	1.25	
<input type="checkbox"/> Multiple Family Units	No. Units: Calculation Sheet Attached: <input type="checkbox"/> YES <input type="checkbox"/> NO	Total flow:	Bedrock, caliche, tight clay	N/A	<input checked="" type="checkbox"/> Type Ib: Medium Sand, Loamy Sand	2.0	
<input type="checkbox"/> Commercial / Institution (type):	Method of Design Flow Calculation: <input type="checkbox"/> Table 201.1	Total flow:	Gravel, cobbles, highly permeable soil	N/A	<input type="checkbox"/> Type II: Sandy Loam, Fine Sand, Loam	2.0	
<input type="checkbox"/> Other:	<input type="checkbox"/> PE (Calc. Sheet)				<input type="checkbox"/> Type III: Silt, Silt Loam, Clay Loam, Silty Clay Loam, Sandy Clay Loam	2.0	
<input type="checkbox"/> Cluster	No. of Units:	Total flow:	Test Hole / Soil Borings Used: <input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> Type IV: Sandy Clay, Silty Clay, Clay	5.0	
<input type="checkbox"/> Other (type):			Soil Classification Methodology used: <input type="checkbox"/> Jar Test				
Total Flow for this LW System: (see page 1 for total flow to property)		Q 300	<input type="checkbox"/> Laboratory:	<input type="checkbox"/> Hand Sampling			
			<input type="checkbox"/> Other:	<input type="checkbox"/> Sieve			

Section 2. Treatment Unit and Pump Design:

Unit	Primary Treatment Unit	No. Septic Tank(s)	Manufacturer:	Series / Model / Certification No.:	Capacity (gallons)	Burial Depth:		
1	<input checked="" type="checkbox"/> Septic Tank(s)	1	Triple R Septic Service	NM-ITR-14-11821	1113	1		
2	PUMP	<input type="checkbox"/> Pump Tank	Manufacturer:	Series / Model:	Capacity (gallons)	Burial Depth:		
		<input type="checkbox"/> Pump <input type="checkbox"/> Dual Pump	Manufacturer:	Series / Model:	Pump Curve Attach'd: <input type="checkbox"/> YES <input type="checkbox"/> NO	Effluent Pump: <input type="checkbox"/> YES <input type="checkbox"/> NO		
3	ATS	<input type="checkbox"/> Secondary	<input type="checkbox"/> Standard <input type="checkbox"/> Conditional <input type="checkbox"/> Experimental	<input type="checkbox"/> Required <input type="checkbox"/> Voluntary	Manufacturer:	Series / Model:	Capacity (gallons)	Burial Depth:
		<input type="checkbox"/> Tertiary	<input type="checkbox"/> UV <input type="checkbox"/> Ozone <input type="checkbox"/> Chlorine	<input type="checkbox"/> Required <input type="checkbox"/> Voluntary	Manufacturer:	Series / Model:	Notes:	

Section 3 Disposal System Design, Components and Calculations

A. Minimum Required absorption area, calculated (Multiply Design Flow (Q) times Application Rate (AR):								Q	2	X	AR	300	=	Min. Sq. Ft. Required:		
600																
B. Design Components:																
<input type="checkbox"/> Distribution Box		<input type="checkbox"/> Tee		<input type="checkbox"/> Drop Box		<input type="checkbox"/> Alternating Drainfield Valve		<input type="checkbox"/> Other:								
CONVENTIONAL DISPOSAL	<input checked="" type="checkbox"/> Pipe & Gravel	Trench Width: 2	Depth Gravel Below Pipe: 2.5	Total Linear Feet: 90	No. of Trenches: 1	Trench Depth: 3	Length, each trench: 90	Trench Spacing (ft): N/A	Proposed Sq. Ft.: 600							
	<input type="checkbox"/> Chamber <input type="checkbox"/> Synthetic Agg. <input type="checkbox"/> Other:	Mfr. Model No & Sizing Credit (at/ft, or unit):			Total Linear Feet:	No. of Units:	Trench Depth:	Length, each trench:	Trench Spacing (ft):	Proposed Sq. Ft.:						
	<input type="checkbox"/> Seepage Pit <input type="checkbox"/> Absorption Bed	Dimensions (L x W):			Depth below invert:	Proposed Sq. Ft.:	Trench Depth:	Notes:								

Section 4 Alternative Disposal System (ADS) Design, Components and Calculations

For all ADS's - calculation sheets & site plan drawings (plan view with cross section views) must be submitted with this permit application.

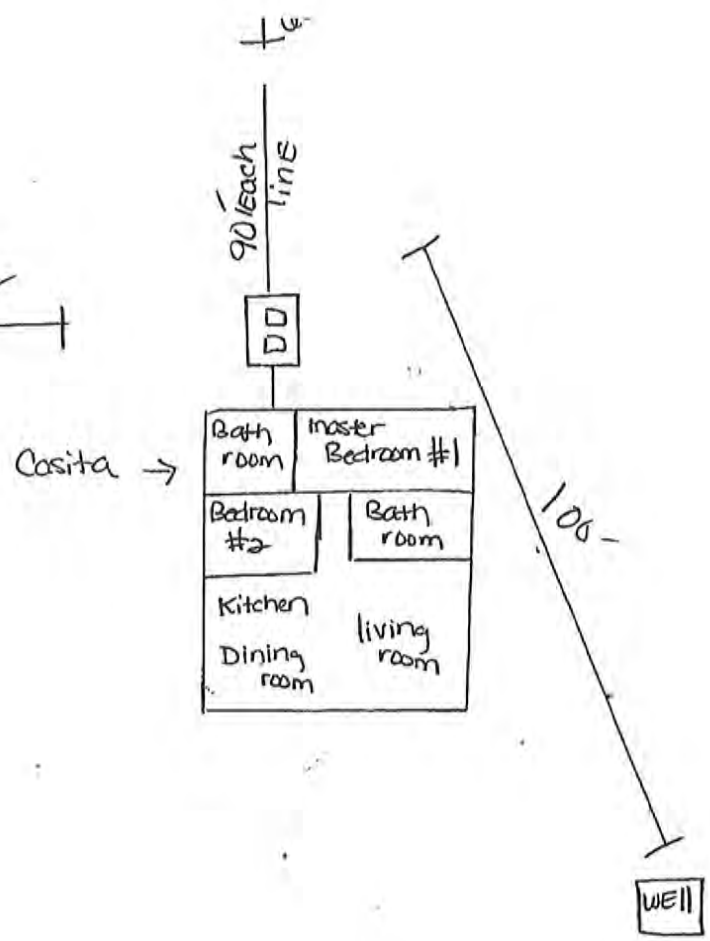
Alternative Disposal System	Discharging	<input type="checkbox"/> Wisconsin Mound	<input type="checkbox"/> Elevated System	<input type="checkbox"/> Unlined ET Bed	<input type="checkbox"/> Effluent Irrigation Re-use	<input type="checkbox"/> Sand-Lined Trench Sand ASTM Specs Attached? <input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> Bottomless Sand Filters Sand ASTM Specs Attached? <input type="checkbox"/> YES <input type="checkbox"/> NO	
		<input type="checkbox"/> LPD	<input type="checkbox"/> LPP	<input type="checkbox"/> Graywater	<input type="checkbox"/> Drip Irrigation			
	<input type="checkbox"/> Split Flow (complete holding tank section & septic tank & conventional disposal section)					<input type="checkbox"/> Wetland	<input type="checkbox"/> Other (description):	
	Non-Discharging	<input type="checkbox"/> Holding Tank	No. of Tank(s)	Manufacturer:	NM Certification No.:	Capacity:	Burial Depth:	High Water Alarm at 80%? <input type="checkbox"/> YES <input type="checkbox"/> NO
<input type="checkbox"/> Lined ET Bed Sand ASTM Specs Attached? <input type="checkbox"/> YES <input type="checkbox"/> NO		Liner Material & Thickness (mils):		Dimensions (L x W) & sq. ft.:	<input type="checkbox"/> Lined Lagoon		Liner Material & Thickness (mils): Dimensions (L x W) & sq. ft.:	
<input type="checkbox"/> Vault		<input type="checkbox"/> Privy (outhouse)		<input type="checkbox"/> Other (description):				

Section 5 Setbacks / Site Plan & Attachments (check those that apply)	
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/>	1. Does proposed system meet all setbacks required per 20.7.3.302 NMAC (see setback Table 302.1)?
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/>	2. Site plan attached w/ all structures shown, LW systems, wells & waters w/ 200' all setbacks clearly shown per 402.A.1 NMAC?
<input checked="" type="checkbox"/> N/A <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/>	3. If ATS or ADS, all requirements under section 403 are submitted, including calculations and drawings?
Supporting Documents Included: <input type="checkbox"/> Survey <input type="checkbox"/> Plat <input type="checkbox"/> Floorplan <input checked="" type="checkbox"/> Warranty Deed <input type="checkbox"/> Tax Bill <input type="checkbox"/> Other:	

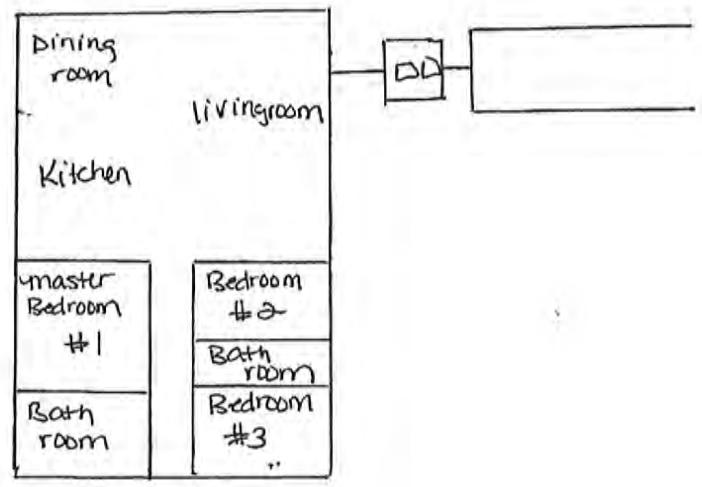
N
↗

COPY

60'



Existing Home
↙





Conventional-New Conventional Modification Registration ATS/ADS - New ATS/ADS Modification Commercial Amendment

Section 1 General Information										N M E D I C A T I O N A L U S E	Liquid Waste Processing Number: 006391		
Name (Property Legal owner, Inc., LLC, partnership, DBA, full legal name): Eric Hamilton											Field Office ID: REC'D APR 18 20	Application Date:	
Facility Name:					Phone:			E-mail address(es):					
System Location: Physical Address, County - (if needed, attach directions) . . . 1366 Paisano Rd.					Mailing Address (Invoices, permits, official correspondence): P.O. Box 98								
City: Las Cruces			State: NM		Zip Code: 88005		City: Mesilla				State: NM		Zip Code: 88046
Uniform Property Code: 4-005-137-178-144			Date of Record: 2016		Lot Size (0.01 acres): 5.001		Total No. LW Systems on Property: 2		Total Design Flow on Property: 675				
Subdivision:			Subdivision Plat Date:		Unit/Phase:	Block	Lot/Tract	Township 23S	Range 1E		Section 26		
Water Supply Source: <input checked="" type="checkbox"/> Onsite <input type="checkbox"/> Offsite	<input checked="" type="checkbox"/> Private <input type="checkbox"/> Shared <input type="checkbox"/> Public	No. Connections: 1	OSE Well Permit No.:		Private or Shared Water Well Location (long., lat. or physical address, city, state):								
Public Water System Name: Well On Property					Irrigation well, flood irrigation area on lot? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		Enter all LW permit nos. for lot: DA160255						
Section 2 Installer Information													
No person shall construct, install or modify an onsite liquid waste system unless that person holds a valid and appropriate classification of contractor's license issued by New Mexico CID.													
Installer Name: Adrian Rocha				Phone: 575-639-4016			Installer Company Name: Triple R Septic Service				<input type="checkbox"/> Corp., Inc.		
Mailing Address (street / PO Box, City, State, Zip): P.O. Box 132 Mesquite, NM 88048						E-mail address: tripleseptic@gmail.com						<input type="checkbox"/> LLC	
CID License Classification: <input type="checkbox"/> MM-1 <input type="checkbox"/> MM-98 <input type="checkbox"/> MS-1 <input checked="" type="checkbox"/> MS-3 <input type="checkbox"/> Homeowner						CID License No.: 385444						<input checked="" type="checkbox"/> Sole Prop.	
I am a licensed contractor by the State of New Mexico Regulation Licensing Department, Construction Industries Division (CID). I will either personally install the work myself or authorize my employee(s), <u>Adrian Rocha</u>						(named here) to provide the services and labor for this permit application under my direct supervision.						<input type="checkbox"/> LP, LLP, GP	
Section 3 Authentication / Verification													
By signing below, I attest that the information in this application is correct and true to the best of my knowledge. I understand the issuing of this permit does not relieve me from the responsibility of complying with all applicable provisions of the New Mexico Plumbing Code and the New Mexico Liquid Waste Disposal and Treatment Regulations. Obtaining this permit does not relieve me from the responsibility of obtaining any permit required by state, city or county regulation or ordinance or other requirements of state or federal law.													
<input checked="" type="checkbox"/> CID Licensed Contractor		Printed Name: Adrian Rocha				Signature: <i>Adrian Rocha</i>				Date Signed: 4/18/18			
<input type="checkbox"/> Qualified Homeowner													
<input type="checkbox"/> Authorized Rep (Registrations Only)													
NMED PERMIT TO CONSTRUCT						NMED PERMIT TO CONSTRUCT NO:							
A permit for construction of the Liquid Waste system described herein is hereby: <input type="checkbox"/> Granted <input checked="" type="checkbox"/> Granted with Conditions <input type="checkbox"/> Denied <input type="checkbox"/> Cancelled													
Conditions, Reasons for Cancellation or Denial: must meet all setbacks & construction standards / clay found in area													
NMED Inspector Name Printed:						NMED Inspector Signature:				Date:			
NMED LIQUID WASTE FEES													
<input checked="" type="checkbox"/> Conventional-New \$100		<input type="checkbox"/> Conventional Modification \$50		<input type="checkbox"/> Registration \$100		<input type="checkbox"/> ATS/ADS - New \$150		<input type="checkbox"/> ATS/ADS Modification \$75		<input type="checkbox"/> Commercial \$150		<input type="checkbox"/> Variance \$50	
Total Fee Paid			Date Paid			Payment Received By							
FINAL INSPECTION OF LW SYSTEM													
<input type="checkbox"/> Final Inspection Conducted by NMED		Final Inspection Date:		NMED Inspector Name Printed:									
<input type="checkbox"/> Contractor photo inspection authorized:		Photo inspection date:		Date photos and Completed Form Received by NMED:									
NMED PERMIT TO OPERATE						NMED PERMIT TO OPERATE NO:							
A permit for operation of the Liquid Waste system described herein is hereby: <input type="checkbox"/> Granted <input type="checkbox"/> Granted with Conditions <input type="checkbox"/> Denied <input type="checkbox"/> Cancelled													
Conditions, Reasons for Cancellation of Denial:													
NMED Inspector Name Printed:						NMED Inspector Signature:				Date:			

060765
\$123.⁰⁰

Town of Mesilla, New Mexico

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

Application for Building Permit Certificate of Occupancy, Use and Historic Appropriateness

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

Application Date: 7/24/2018

Eric Hamilton 575-519-8203
Name of Applicant Telephone Number

P.O. Box 98 Mesilla NM 88046
Address City State Zip Code

Proposed Use or Occupancy: Addition & Porch Zone: Rural Farm RF

NM CID HOMEOWNERS PERMIT n/a
Contractor Name Address

n/a n/a n/a
Telephone Number Contractor Tax I.D. # Contractor License #

This application includes:

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

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

PZHAC ACTION FORM
BUILDING PERMIT REQUEST CASE 060771
[PZHAC REVIEW – 8/6/18]
STAFF ANALYSIS

Item:

Case 060771 – 2799 Calle del Sur, submitted by Martin Serna; a request for a building permit to construct a fence and storage shelter at the southeast corner of a vacant property at this address. Zoned: Rural Farm (RF)

Staff Analysis and Recommendation:

The applicant would like to construct a metal and wood fence at the southeast corner of the subject property. The fence be about six feet high and will extend 50 feet in each direction along the south and east property lines from the corner. It will consist of metal sheets on wood uprights (see attached photos). A 16 foot by 18 foot open storage structure is currently attached to the fence on the east side of the property (see attached photos). Both the fence and the storage structure were built without permits. (The applicant has been issued a ticket that is currently on hold pending the outcome of this case.) It appears that the structure is currently being used to store material from the applicant's construction business.

Estimated Cost: @ 1000.00

Consistency with the Code:

The property is zoned Residential/Agricultural (RA).

The structure, as currently located, will **not** meet all setback requirements of the Zoning and Building codes for the property. The structure also will **not be consistent with Chapter 18.25 (RA Rural Farm Zone) of the Code**, especially the portions of the Code highlighted in yellow, as follows:

18.25.020 Permitted uses.

Permitted uses in the RA zone are as follows:

- A. A farm or ranch; provided, that livestock or poultry is not kept in corrals, barns or structures located within 50 feet of an adjacent residential property.**
- B. A one-family house.**
- C. A guest house, used only as an accessory to the primary single-family home and not rented or used as a business.**
- D. Home occupations.**
- E. Accessory uses customarily incidental to the uses listed above.**

18.25.040 Uses expressly prohibited.

Prohibited uses in the RA zone are as follows:

Same as the RF zone. [Ord. 94-06 § 1; prior code § 11-2-11.2.D]

Prohibited uses in the RF zone are as follows:

- B. Commercial uses other than the sale of agricultural products, the majority of which were produced on the property.**

18.25.050 RA Development standards.

C. Yards.

- 1. Front. Each lot or parcel of land shall have a front yard extending across the full width of the lot or parcel, with a minimum depth of 30 feet.**
- 2. Side. There shall be a side yard with a minimum width of 10 feet on each side of the lot or parcel extending from the front yard to the rear yard.**
- 3. Rear. There shall be a rear yard extending across the full width of the lot, with a minimum depth of 30 feet (The structure does not meet either the side or rear setback requirements.)**

18.20.040 Uses prohibited.

Prohibited uses in the RF zone are as follows:

- B. Commercial uses other than the sale of agricultural products, the majority of which were produced on the property.**
- C. Industrial uses other than cottage or agricultural industries.**

Storage structures are allowed in the RA zone as accessory uses to the primary use of the property. Since the only use of the property at this time is the raising of pecans, the primary use of the property would be agricultural. The structure could be considered accessory to the agricultural use of the property, but only if the items stored are related to farming.

The structure cannot be used for the storage of general contractor equipment or materials. In order to be used for contractor storage, there would have to be a contractor's business on the property. Since the RA zone prohibits commercial uses, this use and storage would not be allowed. If part of the property were to be used for private storage, there would need to be a dwelling on the property.

If approved, the PZHAC will need to determine that the request, as submitted, is consistent with 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 construction of a 29 by 35 foot open carport to the rear of an existing dwelling on the property
- The proposed construction is compatible with the RA zoning of the property.
- The PZHAC has determined that the proposed addition meets all applicable Code requirements.

PZHAC OPTIONS:

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

PZHAC ACTION:

Doña Ana County, NM

General Reference Maps

2014 Aerial | Addresses | County Address Points

Select Search Type: Account Number

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: [R0400411](#)
Parcel Number: 4006138037270
Owner: SERNA MARTIN
Mail Address: 1025 LARRY DR
Subdivision: VALDEZ TRACTS (BK 23
PG 462 - 1313264)
Property Address: 2795 CALLE DEL
SUR
Acres: 2



PHOTO OF THE PROPERTY FROM CALLE DEL SUR



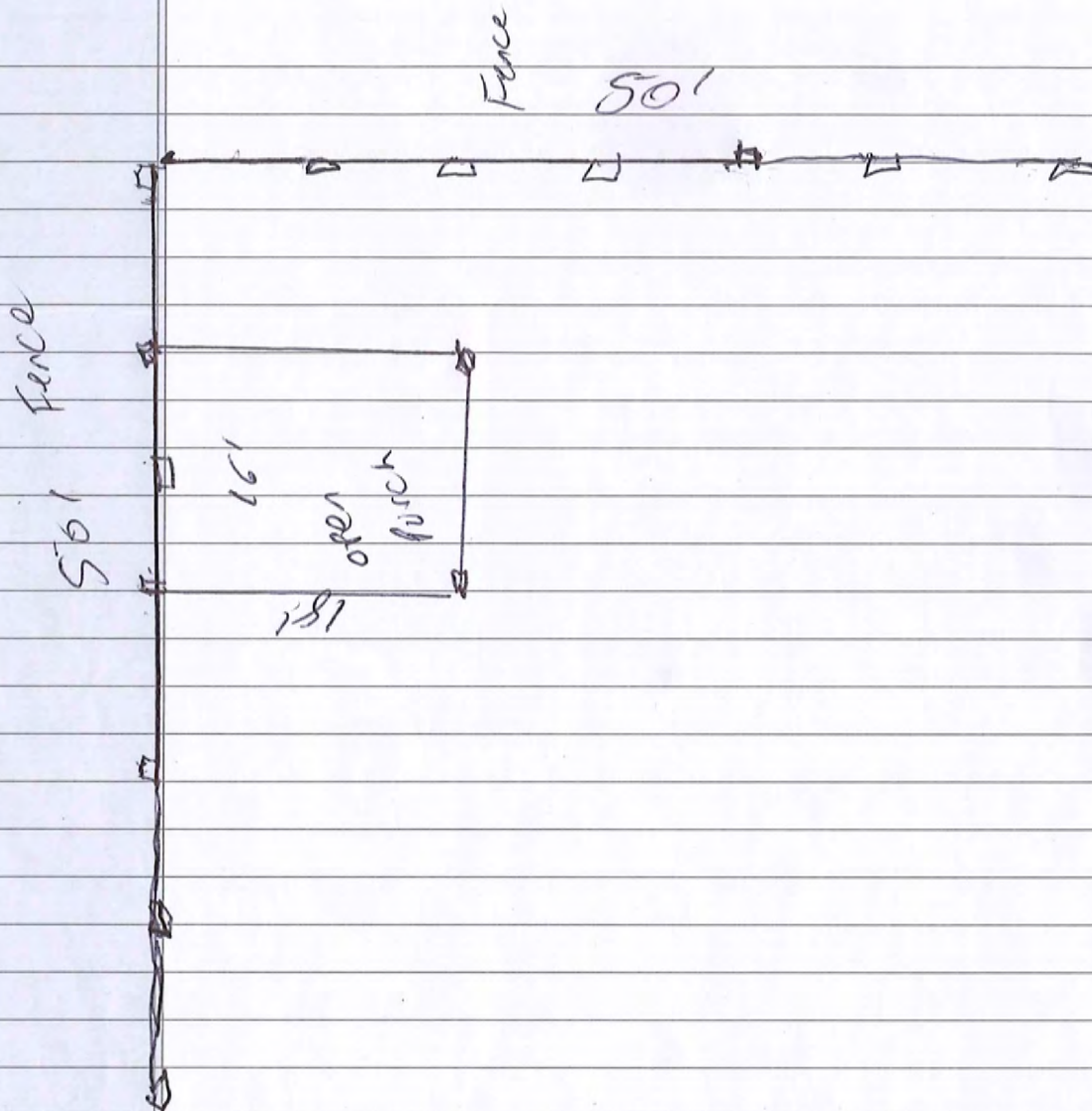
PHOTOS OF SOUTHEAST CORNER OF PROPERTY SHOWING FENCE AND STORAGE STRUCTURE



PHOTOS OF SOUTHEAST CORNER OF PROPERTY SHOWING FENCE AND STORAGE STRUCTURE



27.99 Calle del Sur



TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060771

Fee \$ 116.00

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

CASE NO. 060771 ZONE: RA CODE: M1 APPLICATION DATE: 7/27/18

Martin Serna
 Name of Applicant/Owner
575-405-8787
 Applicant's Telephone Number
1025 Camino de las Ciencias N.M. 88001
 Applicant's/Owner's Mailing Address City State Zip Code

Applicant's/Owner's E-mail Address

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

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

Address of Proposed Work: 2799 Calle del Sur

Description of Proposed Work: Fence In two side 50ft each one build 16x18 open Porch

\$ _____
 Estimated Cost Signature of Applicant [Signature] Date 7/30/18

Signature of property owner if applicant is not the property owner: [Signature]

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

FOR OFFICIAL USE ONLY

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

BOT Approved Date: _____
 Disapproved Date: _____
 Approved with Conditions

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

CID PERMIT/INSPECTION REQUIRED: YES ___ NO SEE CONDITIONS

CONDITIONS: PZHAC REVIEW & APPROVAL REQUIRED. CID PERMIT MAY BE REQUIRED

PERMISSION ISSUED/DENIED BY: _____ **ISSUE DATE:** _____

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

PZHAC NEW BUSINESS

AUGUST 6, 2018

PZHAC DECISIONS

BUSINESS REGISTRATIONS

PZHAC ACTION FORM
BUSINESS REGISTRATION REQUEST
[PZHAC REVIEW – 8/6/2018]
STAFF ANALYSIS

Item:

Permit 0716 – 2200 North Union Avenue, submitted by Debra Vance for “Debra Vance’s Art”; a request for a business license to allow the applicant to operate an artist’s studio as a home occupation at a dwelling at this address. Zoned: Rural Farm (RF)

Description of Business:

The purpose of the application is to allow the applicant to operate an art gallery out of her home located at this address. According to the applicant, this will not be a sales operation; most artwork will be sold at other locations. Occasionally, other artists and potential customers will come to the premises, usually for special events.

Consistency with the Code:

The request is for an art gallery as a home occupation in the Residential/Agricultural (RA) district, and is consistent with all applicable sections of the MTC. There will be no changes to the structure to accommodate this use other than setting up an area for use as a gallery.

The requested license will not result in any changes to the external residential elements or style of the structure.

Findings:

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

PZHAC OPTIONS:

Approve the application.

Approve the application with conditions.

Reject the application.

PZHAC ACTION:

PHOTO OF LOCATION



Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Number

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: [R0401612](#)

Parcel Number: 4006138394250

Owner: VANCE L & D WIRKNER-
VANCE REV TRUST

Mail Address: 2200 W UNION AVE

Subdivision:

Property Address: 2200 W UNION
AVE

Acres: 1



Checklist for Compliance with MTC 18.52.030, Home Occupation General Conditions

As a part of your application, first time and renewal, for a home occupation we ask that you acknowledge compliance with the following rules and regulations for home occupations in the town of Mesilla by initialing each requirement and signing the checklist below.

- DM Only immediate family members occupying the dwelling shall be engaged in the home occupation.
- DM The primary use of the dwelling shall be for residential purposes.
- DM Items shall not be displayed on the outside of the dwelling or on the premises of the home occupation, unless specifically allowed by special use permit.
- DM There shall be no change in the outside appearance of the dwelling or the premises.
- DM Only products of the home occupation shall be sold from the premises.
- DM Only two occupations shall be permitted at a time.
- DM All activities shall be conducted indoors. There shall be no direct sale of products off display shelves or racks. Retail sales shall only be conducted if product orders are placed earlier by telephone or fax or electronically.
- DM Sales to customers shall be arranged by appointment and scheduled so that not more than one customer vehicle is at the dwelling at any one time except for instructional services.
- DM For instructional service home occupations no more than five students shall be at the dwelling at any one time.
- DM Only one unlighted sign having a maximum area of one and one-half square feet and identifying the occupant(s) and the home occupation(s) shall be permitted.
- DM There shall be no external evidence of the conduct of a home occupation on the premises such as commercial vehicles or outside storage of products, materials or supplies.
- DM Company owned vehicles which are three-quarter-ton truck or smaller which are also used for personal transportation purposes shall be exempt from the above condition. No more than one such commercial vehicle shall be parked overnight on the premises of a home occupation.
- DM No equipment or process shall be used in a home occupation which creates noise, odor, dust, fumes, vibration, glare, electrical interference or other nuisance detectable on adjacent properties.
- DM There shall be no toxic, explosive, highly flammable, combustible, corrosive, radioactive or other restricted materials used or stored on the premises of a home occupation beyond the amount kept at a normal residential dwelling or on hand to operate or maintain equipment permitted by the Uniform Fire Code as adopted by the town of Mesilla.
- DM All customer parking shall be off-street parking including parking for those home occupations involving teaching where the maximum number of clients shall be five at any one time.

I hereby state under oath that by initialing each requirement above and signing this checklist below I acknowledge that my proposed home occupation is in compliance with the rules and regulations for home occupations in the town of Mesilla and further I state under oath that my responses are true and valid:

Donald Dinkner-Vance

Applicant's name printed

Donald Dinkner-Vance

Applicant's signature

7-12-18

Date



Date: 7-12-18

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

No.: 0716

Phone: (505) 524-3262 Fax: (505) 541-6327

Business Registration Application

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

PLEASE PRINT

Business Registration Application Is: New Renewal

Name of Business: Debra Vance's Art

Name of Applicant: Debra Vance

Business Location: (Home)

Mailing Address (Street # or P.O. Box): 2200 W. Union Ave

E-Mail Address: DebVance@HaciendaVance.com

City: Las Cruces State: NM Zip Code: 88005

Phone # of Business: cell 970-405-5784

Location of Business: Street: (Same)

City: _____ State: _____ Zip Code: _____

Property Owner Name: Debra Winkler Vance + LaDene L. Vance

Location: Home

Phone # of Property Owner: Deb 970-405-5784 / Dene 303-887-1781

Property Owner's Address: Street 2200 N. UNION AVE

City: LAS CRUCES State: NM Zip Code: 88005

Additional Information

Square Footage of Business: N/A

Number of Employees: 0

Number of Parking Spaces: 6-8?

Zoning Code: RF RA

Parking Assessment: N/A *Please fill in other side>>>>*

Type of Business -please describe product(s) and/or service(s): Art Studio

Business Applicant Is: Sole Proprietorship Partnership _____ Corporation _____

Current New Mexico Revenue Division ID #: _____
(The location code for reporting earnings received in the Town of Mesilla is 07-303.)

EMERGENCY CONTACT INFORMATION		
Responsible party to be called in case of emergency. Enter name in order of contact (please print):		
24 HOUR EMERGENCY PHONE #: <u>303-887-1731 / 970-405-5784</u>		
Name	Address	Telephone #
1. <u>Diane Vance</u>		
2. <u>Debra Vance</u>		
3. _____		
Do you have an alarm system? Yes _____ No <input checked="" type="checkbox"/>		
What Type? _____		
Which Company, if any, Responds to Alarms? _____		

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

Debra Vance
Signature of Applicant/Title

7-12-18
Date

Debra Vance
Signature of Building Owner

7-12-18
Date

Office Use

Receipt Number: _____	Date of Payment: _____
Case Number: <u>0716</u>	Zone: <u>R-1</u>
PZHAC Approval Date: _____	Bus. Type: <u>HO</u>
Sign Permit Case #: <u>N/A</u>	Renewal Date: <u>3/15/19</u>

Fire Department Inspection Verification

Fire Department Representative Signature: N/A
Fire Inspection Date: N/A
Approved: N/A Yes _____ No _____

PZHAC NEW BUSINESS

AUGUST 6, 2018

SPECIAL USE PERMIT

SPECIAL USE PERMIT REQUEST
CASE SUP18 - 002
[PZHAC REVIEW – 8/6/18]

SUP18-002 – Submitted by Anna Biad, a request for a Special Use Permit to allow a for profit private school to expand into a building on an adjacent property at 1750 Avenida de Mercado, formerly occupied by a proposed day care center (“Round Table Academy”). Zoned: General Commercial (C).

BACKGROUND/ANALYSIS:

The requested Special Use Permit is to allow the applicant to expand an existing for-profit private school that is located on an adjacent property at 1730 Tierra de Mesilla into the structure that is located on the subject property. This structure was once occupied in the past by Lorenzo’s Restaurant, then Arabella’s Restaurant, and more recently; was being modified for use by the Round Table Academy, a day care center for which a Special Use Permit was approved in 2015. (The Round Table Academy never went into operation.)

The applicant would like to use one of the structures on the property to expand the current Acton Academy of Las Cruces into (see attached site plan). The “Acton Academy” is an accredited for-profit private school that originated in Austin Texas. Services are currently being provided for grades K-8th, which is currently operating out of a building on the adjacent property to the south. The structure to be used for the expansion would be modified for use by up to 35 – 40 students and staff (depending on the occupancy allowed by the Fire Chief) to house high school grades, starting with 9th grade in the first year and adding a grade each year to 12th grade. To start with, there would be one full time staff member and 3 part time staff members as needed. This will increase to a total of 7 full and part time staff members over time. Hours of operation will be the same as the main school (8:00 am to 4:00 pm), and administration will operate out of the school building on the adjacent property.

No new structures are proposed to be built for the school expansion. All regular educational activities will take place within the existing structure, and on the adjacent school property.

The applicant is retaining the other structures on the property for use as a restaurant, and a commercial retail operation.

The applicant has been informed that since the proposed school is potentially a different type of occupancy than the structure had originally been approved for, the structure might need to be modified to meet the new occupancy requirements. As a result, CID (Construction Industries Division) of the State will have to approve the proposed use before the permit can be issued for the school.

The proposed use is an allowed use with a Special Use Permit in the General Commercial (C) zoning district.

There is a another school in the immediate area. The school, the Las Cruces Academy, was approved by the Board of Trustees on July 23, 2012 with the condition that the permit be good for three years. This was renewed by the PZHAC in September of 2015 for three years, and is due again this year. There have been no issues on record with this school in the past three years.

As required by Section 18.85.160 (Notices) of the Code, certified letters were sent to the twelve property owners who own the seventeen properties within one hundred feet of the subject property. There have been no responses ads of this time.

The PZHAC will need to determine if the proposed use will be an overall benefit to the Town, or if it will create a more negative impact to potential future uses in the area that will outweigh the benefits.

PZHAC OPTIONS:

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

PZHAC ACTION:

Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Number

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0401181](#)

Parcel Number: 4006137253232

Owner: MERCADO VENTURES LLC

Mail Address: PO BOX 935

Subdivision: MERCADO DE LA

MESILLA PH 1 & 3B RPLT #1 (BK 24
PG 163 - 1627098)

Property Address: 1750 CALLE DE
MERCADO

Acres: 2.01549587



PHOTOS OF SUBJECT STRUCTURE



PHOTOS OF SUBJECT STRUCTURE SHOWING ACTON ACADEMY IN THE BACKGROUND



PHOTO OF ACTON ACADEMY (ADJACENT PROPERTY)



Acton Academy
1730 Tierra de Mesilla
Las Cruces, NM 88005

To: Larry Shannon
From: Anna Biad
Date 7/10/2018

Subject: 1750 Avenida de Mercado Zoning Variance

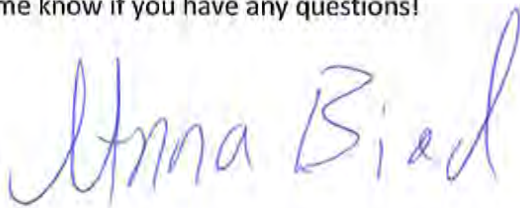
Dear Larry,

Enclosed is a plat of the property we recently purchased. The * marks the location we hope to use for the school. As a separate business venture, Chris and I hope to open the existing restaurant and banquet area as a for profit business. The final structure on the property will remain a commercial office space unassociated with the school.

Please let me know if you have any questions!

Thanks.

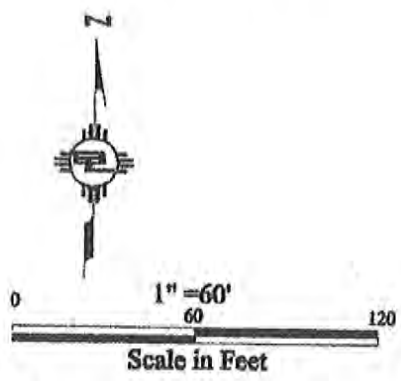
Anna Biad



PLAT OF SURVEY

CURVE TABLE					
CURVE	RADIUS	LENGTH	DELTA	CHORD DIR	CHORD
C1	25.00	23.05	52°49'16"	N44°18'54"W	22.24
C2	71.00	23.47	18°56'14"	S27°22'19"E	23.36
C3	25.00	26.33	60°20'40"	N06°40'11"W	25.13
C4	257.44	252.09	56°06'20"	S04°32'45"E	242.14

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



INSTRUMENT OF RECORD:
 FILED
 Instrument, #0011842
 OF THE DONA ANA COUNTY RECORDS

DRAWN BY:	S. Peala
FIELD BY:	E.R., C.S.
JOB NO.:	17-07-0308
DATE:	July 27, 2017

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

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

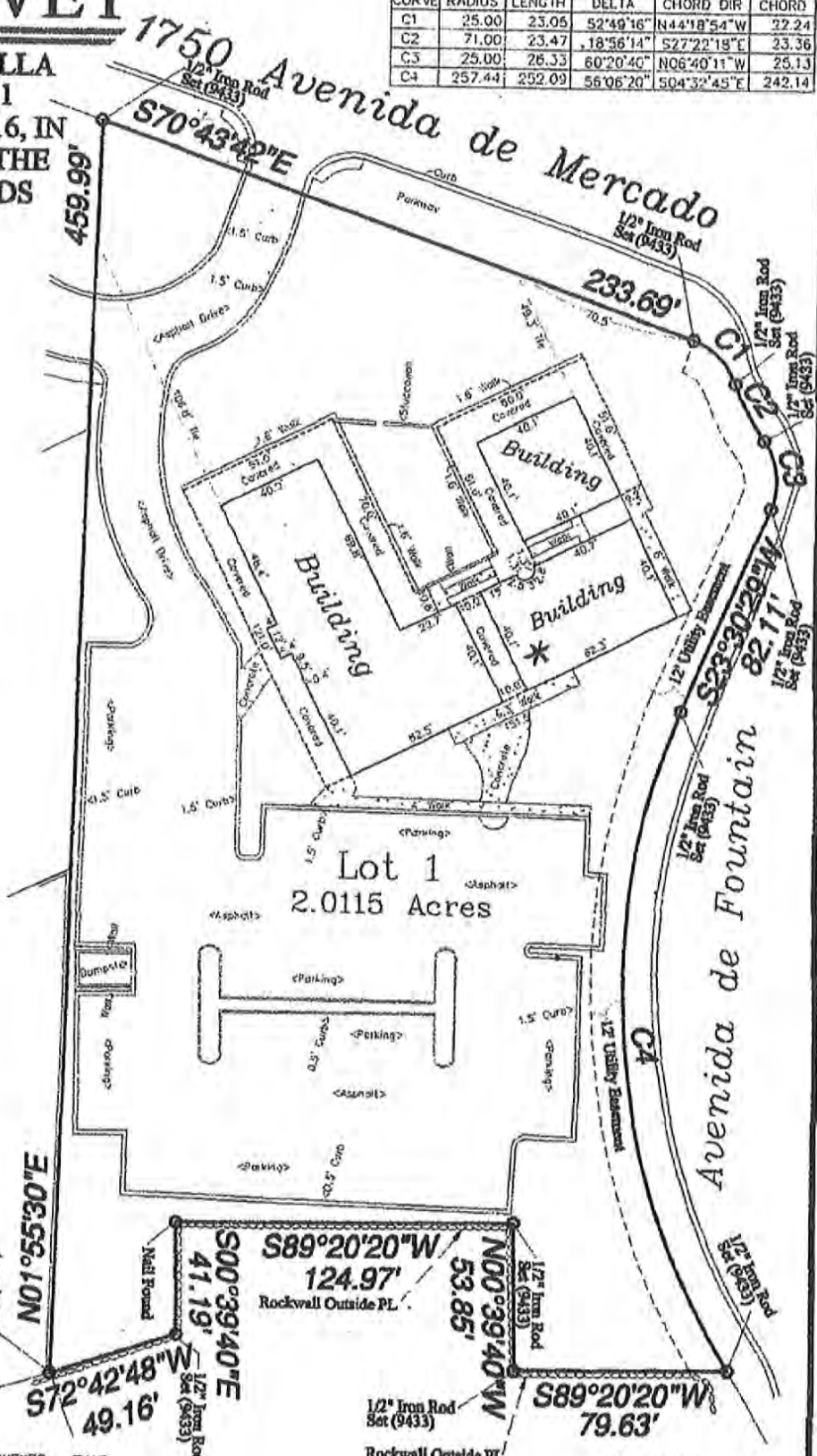


SURVEYOR'S CERTIFICATE

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

July 27, 2017
 DATE OF SURVEY

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



BORDERLAND ENGINEERS AND SURVEYORS LLC.
 2990 N. MAIN STREET, STE. 3C
 LAS CRUCES, NEW MEXICO 88001
 PHONE: (575) 528-1443
 FAX: (575) 222-7999



Town of Mesilla, New Mexico

July 13, 2018

Dear Property Owner:

In accordance with the Town of Mesilla regulations regarding special use permits, we are notifying you as a neighboring property owner that the Town of Mesilla Planning, Zoning and Historical Appropriateness Commission (PZHAC) will be holding a Public Hearing on:

Monday August 6, 2018 at 6:00 PM

at:

Town of Mesilla
2231 Avenida de Mesilla
Mesilla, NM 88046

to gather input for a decision on an Application for a Special Use Permit for use of an existing building at 1750 Avenida de Mercado as an extension of the adjacent Acton Academy of Las Cruces, a for-profit private school that was approved in 2016.

The request is to use one of the buildings that once housed the Round Table Academy, a private day care and pre-school approved in 2015. The property is zoned General Commercial (C).

Anyone who is concerned with this matter may address the PZHAC at the Public Hearing, or write to the Commission at:

TOWN OF MESILLA
Community Development Department
PO Box 10
Mesilla, NM 88046.

Letters must be received before the Public Hearing. In addition to mailing the letter, a copy may be faxed to Larry Shannon at 575-541-6327 to ensure timely receipt. You may also contact me at larrys@mesillanm.gov.

Sincerely,



Larry Shannon
Community Development Coordinator
Town of Mesilla
Office: (575) 524-3262 ext. 104

SUP18-002 – AREA OF NOTIFICATION



Dorianne Kabo PO Box 2065 Ruidoso, NM 88355	(1,16)	Mercado Venture LLC PO Box 935 Mesilla Park, NM 88047	(17)	Dorianne Kabo PO Box 2065 Ruidoso, NM 88355
Paul D.G. Miller PO Box 121 Hoosick, NY 12089-0121	(2)	Hacienda Investments LLC 4008 Fiesta Dr. Las Cruces, NM 88005	(12,13)	Paul D.G. Miller PO Box 121 Hoosick, NY 12089-0121
Binns LTD #2 1501 Don Roser Dr. Las Cruces, NM 88011	(3,8)	L. Shannon Town of Mesilla PO Box 20 Mesilla, NM 88046		Binns LTD #2 1501 Don Roser Dr. Las Cruces, NM 88011
Henry C. and/or Carolyn J. Bunch PO Box 1478 Mesilla, NM 88046	(4)	L. Shannon Town of Mesilla PO Box 20 Mesilla, NM 88046		Henry C. and/or Carolyn J. Bunch PO Box 1478 Mesilla, NM 88046
Preston Wisconsin LP C/O Preston Industries Inc. 6600 W. Touhy Ave. Niles, IL 60714	(5)	L. Shannon Town of Mesilla PO Box 20 Mesilla, NM 88046		Preston Wisconsin LP C/O Preston Industries Inc. 6600 W. Touhy Ave. Niles, IL 60714
Marcus Miner 6612 Vista Hermosa Las Cruces, NM 88007	(6)	L. Shannon Town of Mesilla PO Box 20 Mesilla, NM 88046		Marcus Miner 6612 Vista Hermosa Las Cruces, NM 88007
James Hansen and/or Carol Wortner 3150 McDowell Rd. Las Cruces, NM 88005	(7)	L. Shannon Town of Mesilla PO Box 20 Mesilla, NM 88046		James Hansen and/or Carol Wortner 3150 McDowell Rd. Las Cruces, NM 88005
Miguel de Mesilla LLC 3705 Selene Ct. Las Cruces, NM 88005	(9,10)	L. Shannon Town of Mesilla PO Box 20 Mesilla, NM 88046		Miguel de Mesilla LLC 3705 Selene Ct. Las Cruces, NM 88005
Celia and/or Michael Carrillo 2039 Cortabella Lp Las Cruces, NM 88005	(11)	Hacienda Investments LLC 4008 Fiesta Dr. Las Cruces, NM 88005		Celia and/or Michael Carrillo 2039 Cortabella Lp Las Cruces, NM 88005
CBE III, LLC PO Box 116 Mesilla, NM 88046	(14,15)	Mercado Venture LLC PO Box 935 Mesilla Park, NM 88047		CBE III, LLC PO Box 116 Mesilla, NM 88046

Acton Academy Las Cruces

To: Town of Mesilla

From: Anna Emerick-Biad

5/14/2018

Description of Special Use Permit Requested:

It is with great enthusiasm that we submit to you our request for an extension of our current special use permit to the property we recently purchased at 1750 Avenida de Mercado.

Justification for Request:

1750 Avenida de Mercado formerly had a special use permit to have a private school operate in the space – Roundtable Academy. Additionally, Las Cruces Academy has a special use permit for their private school use adjacent to 1750 Avenida de Mesilla.

We have an excellent working relationship with Tom and Jerean Hutchison and have signed off on liquor license use for all our current or future restaurant neighbors.

We wanted to share with you some testimonials about our program as testament to the benefit the school is bringing to our community.

We love Acton! Kids can learn at their own pace yet be challenged to dig deep and present their best work. They learn to work as a team and have a growth mentality. There's nothing else like this model for education! Courtney Sakhvoruk

Acton is a place of learning for a lifetime, and not just learning for grade requirements. My 5th grade son has gained independence, insight, and motivation unlike when he was at public school. And he is learning about kindness, team work, and his own individual strengths. We love Acton! Michelle Tatum

Excellent school and staff! This environment has really helped our children blossom and learn on a whole different level. Highly recommended!! Marisela Lange

Acton Las Cruces is a great school that offers a true self-paced, student led education. This school motivates children to take responsibility for their education without the burden of standardized testing, busy work in class and state driven education restrictions. Ken Haubner

My son seems to flourish in this environment. He comes home excited and proud about the tasks he has accomplished. Acton really cares about the involvement of each students' family as well, it is truly an exceptional place of learning. Dan Robillard

The thought of a learning environment that incorporates active learning, includes all the senses, and emphasizes a pursuit personalized to your individual gifts, sounds amazing. What kid doesn't deserve that? Debbie Taylor





OFFICIAL USE ONLY:

Case # 060731

Fee \$ 310.00

(ACCEPTED AS COMPLETE: 7/6/18)

CASE NO. 060731 ZONE: C SUBMITTED DATE: 5/17/18

Acton Academy Las Cruces
Name of Applicant 575-644-8265
Applicant's Telephone/Cell Number

* 1730 Tienda de Mesilla Las Cruces
Mailing & Physical Address City State Zip Code
Las Cruces NM 88005

Hacienda Investments LLC
Property Owner(s) Name (if different than above)

5140 Nizhoni Trail Las Cruces NM
Mailing & Physical Address City State Zip Code
88005

Description of Special Use Permit Requested:
* See Attached

Justification for Request:

NOTICE: NO APPLICATION WILL BE ACCEPTED WITHOUT THE SIGNATURE OF THE OWNER(S) OF RECORD OF THE ABOVE DESCRIBED PROPERTY. IF MORE THAN ONE, ALL OWNERS OF OR THEIR AGENTS MUST SIGN.

Anna Emerich Biad Anna Emerich-Biad
Property Owner Signature (if different than Applicant) Applicant Signature

FOR OFFICIAL USE ONLY

- PZHAC Administrative Approval (N/A) BOT Approved Date: _____
- Approved Date: _____ Disapproved Date: _____
- Disapproved Date: _____ Approved with Conditions
- Approved with conditions

CONDITIONS: _____

ISSUED BY: _____ ISSUE DATE: _____

Checklist for Special Use Permit regarding Case SUP18-002

xx 18.85.080 Planning Commission may recommend approval of special use permits.

This section is a statement describing the PZHAC as recommending body, with BOT providing final approval of the PZHAC's decision to grant the special use permit.

This section conflicts with Section 18.85.240, which implies that a Public Hearing by the BOT is held only on appeals. (This section does not state that the BOT shall hold a public hearing, but rather, it shall approve the PZHAC's decision.)

xx 18.85.090 Granting of some special use permits not permitted.

This section states that "PZHAC shall recommend or disapprove any special use permits for any use which:

- a. Is specifically permitted by this title in a zone which is less restrictive than the zone where the property is located.
- b. Is specifically prohibited, by the provisions of this title, in the zone where the property is located.
- c. Can be specifically classified as a residential, commercial or industrial use."

This section describes most all possible scenarios, which simply means as the title states: "PZHAC shall recommend or disapprove"

xx 18.85.100 Showing for special use permit not required.

This section states that the procedure for all applications for a special use permit is set forth in the Article 1 of this chapter for variances except that the PZHAC will recommend action and BOT will be final action. It states that the required showings in the variance procedure in 18.85.040 (A) and (B) are not needed. This does indicate that 18.85.040 C and D are required. The following are items C and D from 18.85.040.

"C. That the granting of such variance will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity.

D. A non-conforming use of neighboring lands or structures shall not be considered grounds for issuance of a variance."

The applicants submitted a statement of justification regarding C and D.

Also within 18.85.100, it states that "for special uses, public benefit resulting from the proposed facility shall exceed any detriment to the public health, safety, and general welfare, or injury to property or improvements in the areas." (reflecting what is said in item C above.) It also states that special use permits may be granted with conditions and limitations by the board of trustees as appropriate.

xx 18.85.110 Applications for variances and special use permits.

This section just states that the board of adjustment for variances and the board of trustees for special use permits shall prescribe the form of the applications.

The form was developed years ago, and we still use that form.

xx 18.85.120 Petitioners statement of justification.

This section states that the application shall have a written statement of facts by the petitioner showing that granting of the permit is needed in order for items C and D in 18.85.040 be met. (no detriment to neighborhood or public health and safety, and non-conforming use of neighboring lands are not grounds for granting the use permit.) If applicable the PZHAC shall inform the applicants if the justification is not within the scope of the ordinance.

A statement was submitted with the application.

xx 18.85.130 Supplementary information.

This sections states that an application for a special use permit (or variance) shall include two sets of a description of the property and plans for the proposed use. It states that the plans shall be drawn to scale and shall show the location of structures and other features on the side.

The applicants submitted the appropriate supplementary information in the form of a survey showing where the school would be located.

xx 18.85.140 Filing fee for a variance and special use permit.

This section describes the fee to be \$310. It also states that if there are additional reviews required beyond normal review requirements due to complex, unforeseen or unique circumstances that require consultation with an engineering firm, etc. the town may charge an additional review fee to defray costs of review.

This case is not complex or unique and the applicant paid the \$310.

xx 18.85.150 Setting hearings.

This section states that the PZHAC shall set a public hearing not less than 30 days nor more than 45 days from the time of the filing of the application.

The application was accepted as complete on July 6, 2018; 31 days prior to the scheduled meeting and within the 30 – 45 days required by the Code.

xx **18.85.160 Notices.**

This section states that the time and place of the public hearing for special use permit **may** be given by posting one sign in front of the property and posting additional signs at 300-foot intervals for large properties with more than 600 feet of frontage. It also states that the owners of property within 100 feet radius of the external boundaries of the property **shall** be notified by registered mail.

Please note in this section the notice of the special use permit may be given by posting the sign (the word may indicates it is optional) and that the notification letters shall be mailed to property owners. In this application the notice was given by posting signs AND notifying by registered mail, even though the signs were optional. The signs were posted for the August 6, 2018 public hearing, and photos documenting the signs were taken.

xx **18.85.170 Investigations.**

This section requires the PZHAC to require its own members or its staff to investigate the facts about an application set for hearing, including an analysis of precedent cases to provide all necessary information on each case.

There have been three similar cases within the past six years in the immediate area of the proposed SUP. These are: SUP13-001 and a renewal for the "Las Cruces Academy", a private school; SUP 15-001 for the "Round Table", a day care center; and SUP16-001 for the "Acton Academy of Las Cruces", a private for-profit school.,

N/A **18.85.180 Hearings may be continued without public notice.**

This section states: "If testimony at a hearing cannot be completed on the day set for the hearing, the chair may before recess, publicly announce the time and place of the continued hearing and no further notice shall be required. "

A hearing has not occurred yet, so this section is not yet applicable.

N/A **18.85.190 Action on variance or special use permit.**

This section states that not more than 40 days following the completion of its hearing on the application for a variance or special use permit, the PZHAC by adoption of a resolution shall grant or deny the case with written findings of facts relied upon by the PZHAC. It further states that "Failure of the reviewing body to act on any variance or use permit application within 40 days after the hearing shall be deemed to be approval of the application by the board."

A hearing has not occurred yet, so this section is not yet applicable.

N/A **18.85.200 Files shall include testimony.**

This section requires that all pertinent testimony offered at the public hearings shall be recorded and made a part of the permanent files of the case.

A hearing has not occurred yet, so this section is not yet applicable.

N/A **18.85.210 Notice of decision.** This section states that the decision that a variance or special use permit be granted or denied shall be mailed in the form of a copy of the resolution to the applicant.

A hearing has not occurred yet, so this section is not yet applicable.

N/A **18.85.220 Effective date – Time of appeal.** This section refers to when an appeal can be filed.

There is no appeal being filing at this time.

N/A **18.85.230 Transmission of records to board of trustees.**

This section refers to appeal cases, that records shall be forwarded to the BOT. This case is not an appeal case.

N/A **18.85.240 Board of Trustees to hold a public hearing.**

This section states "Within 30 days following the receipt of the written appeal the board of trustees shall conduct a public hearing, notice of which shall be given as provided in 18.85.160. The hearing before the BOT shall be a hearing de novo and all interested persons may appear and present evidence."

This section refers to an appeal. This case is not an appeal case. This section implies that the BOT only has a public hearing for appeals.

N/A **18.85.250 and 18.85.260**

These sections refer to appeal cases. This is not an appeal case.

(DRAFT-FINAL CHANGES TO BE MADE AT MEETING)

**PLANNING ZONING HISTORICAL APPROPRIATENESS COMMISSION
(PZHAC)**

RESOLUTION 2018- 004

WHEREAS, the PZHAC convened on August 6, 2018 at a regular PZHAC meeting and heard the case regarding a special use permit request for an expansion of a for-profit private school, requested by Anna Biad; and

WHEREAS, a quorum of the PZHAC were present; and

WHEREAS, the complete application for a special use permit was filed on July 6, 2018; and

WHEREAS, neighboring property owners within 100 feet of the subject property were notified of the proposed special use permit by certified mail as per MTC 18.85.160 and the property was posted giving notice of the proposed hearing; and

WHEREAS, there were no responses from any of the notified owners by August 3, 2018; and

WHEREAS, a public hearing was held by the Planning, Zoning, and Historical Appropriateness Commission on August 6, 2018, according to the requirements of MTC 18.85.150, during their regular meeting; and

WHEREAS, the Public Hearing of August 6, 2018 was closed after taking public comments; and

WHEREAS, the case was considered at the regular meeting following the Public Hearing at which meeting the PZHAC determined that the benefits to the Town outweighed the potential negative impacts to the local community; and

WHEREAS, the PZHAC voted 4-0 to recommend the case for approval; and

NOW, THEREFORE, BE IT RESOLVED THAT:

The Planning, Zoning and Historical Appropriateness Commission of the Town of Mesilla recommends the request for a special use permit, with findings of fact for said approval as stated in the Staff Analysis attached to this resolution.

RESOLVED on this 6th day of August, 2018.

Russel Hernandez, PZHAC Chairperson