



THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A **REGULAR MEETING** ON MONDAY, SEPTEMBER 24, 2018 AT 6:00 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL & DETERMINATION OF A QUORUM
3. CHANGES TO THE AGENDA & APPROVAL
4. PROCLAMATIONS:
 - A. A proclamation declaring October 7th – October 13th, 2018 as Fire Prevention Week in the Town of Mesilla. – **Kevin Hoban, Fire Chief.**
5. **CLOSED SESSION** – pursuant to NMSA 1978 Chapter 10-15-1(H)(2): discussion limited to personnel matters in the Public Works Department. – **Nora L. Barraza, Mayor.**
6. **PUBLIC INPUT** – The public is invited to address the Board for up to 3 minutes.
7. ***APPROVAL OF CONSENT AGENDA** – The Board will be asked to approve by one motion the following items of recurring or routine business. The Consent Agenda is marked with an asterisk *:
 - A. ***BOT Minutes** – Minutes of a Regular meeting of September 10, 2018.
 - B. ***PZHAC Case 060783** – 1750 Calle de Mercado, submitted by Anna Emerick-Biad; a request for a building permit to allow the renovation of a commercial property at this address to accommodate an extension of an adjacent private school, a banquet hall, a café, commercial offices, and a children’s health care center. Zoned: General Commercial (C).
 - C. ***PZHAC Case 060784** – 1750 Calle de Mercado, submitted by Anna Emerick-Biad for Hacienda Investments, LLC; a request for a sign permit to erect a directory sign on a commercial property at this address. Zoned: General Commercial (C).
 - D. ***PZHAC Case 060790 w/CONDITION**– 2186 Calle de Guadalupe, submitted by Michael Clute; a request for a building permit to replace the windows on a dwelling at this address. Zoned: Historic Residential (HR).
8. **NEW BUSINESS:**
 - A. **For Approval:** The hiring of a Public Works Foreman. – **Nora L. Barraza, Mayor.**
 - B. **For Approval:** The hiring of a Grounds/Facilities Maintenance Worker. – **Nora L. Barraza, Mayor.**

- c. **For Approval:** The hiring of a Maintenance/Water Operator. – **Nora L. Barraza, Mayor.**

9. **BOARD OF TRUSTEE COMMITTEE REPORTS**
10. **BOARD OF TRUSTEE/STAFF COMMENTS**
11. **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. The Mayor and Trustees request that all cell phones be turned off or set to vibrate. Members of the audience are requested to step outside the Board Room to respond to or to conduct a phone conversation. A copy of the agenda packet can be found online at www.mesillanm.gov.

Posted 9/21/18 at the following locations: Town Clerk's Office 2231 Avenida de Mesilla, Public Safety Building 2670 Calle de Parian, Mesilla Community Center 2251 Calle de Santiago, Shorty's Food Mart 2290 Avenida de Mesilla, Ristramnn Chile Co., 2531 Avenida de Mesilla and the U.S. Post Office 2253 Calle de Parian.

Town of Mesilla Proclamation

WHEREAS, the Town of Mesilla is committed to ensuring the safety and security of all those living in and visiting the Town; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

WHEREAS, home fires killed 2,735 people in the United States in 2016, according to the National Fire Protection Association (NFPA), and fire departments in the United States responded to 352,000 home fires; and

WHEREAS, the majority of U.S. fire deaths (4 out of 5) occur at home each year; and

WHEREAS, the fire death rate per 1000 home fires reported to U.S. fire departments was 10 percent higher in 2016 than in 1980; and

WHEREAS, the Town of Mesilla's residents should identify places in their home where fires can start and eliminate those hazards; and

WHEREAS, working smoke alarms cut the risk of dying in reported home fires in half; and

WHEREAS, the Town of Mesilla's residents should install smoke alarms in every sleeping room, outside each separate sleeping area, and on every level of the home; and

WHEREAS, the Town of Mesilla's residents should listen for the sound of the smoke alarm and when it sounds respond by going outside immediately to the designated meeting place;

WHEREAS, the Town of Mesilla's residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

WHEREAS, the Town of Mesilla’s first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

WHEREAS, the Town of Mesilla’s residents are responsive to public education measures and are able to take action to increase their safety from fire, especially in their homes; and

WHEREAS, the 2018 Fire Prevention Week theme, “Look. Listen. Learn. Be aware – fire can happen anywhere™” effectively serves to remind us that we need to take personal steps to increase our safety from fire.

THEREFORE, I Nora L. Barraza, Mayor of the Town of Mesilla, do hereby proclaim October 7-13, 2018, as Fire Prevention Week throughout this city, and I urge all the people of the Town of Mesilla to be aware of their surroundings, look for available ways out in the event of a fire or other emergency, respond when the smoke alarm sounds by exiting the building immediately, and to support the many public safety activities and efforts of the Town of Mesilla’s fire and emergency services during Fire Prevention Week 2018.



**BOARD OF TRUSTEES
TOWN OF MESILLA
REGULAR MEETING
MONDAY, SEPTEMBER 10, 2018
6:00 P.M.**

TRUSTEES: Nora L. Barraza, Mayor
Jesus Caro, Mayor Pro Tem
Carlos Arzabal, Trustee
Veronica Garcia, Trustee
Stephanie Johnson-Garcia, Trustee

STAFF: Cynthia Stoehner-Hernandez, Town Clerk/Treasurer
K.C. Alberg, Marshal
Gloria Maya, Recorder

PUBLIC: Susan Krueger P.A. Sandoval
John Montoya

1. PLEDGE OF ALLEGIANCE

Mayor Barraza led the Pledge of Allegiance.

2. ROLL CALL & DETERMINATION OF A QUORUM

Roll Call.

Present: Mayor Barraza, Mayor Pro Tem Caro, Trustee Arzabal, Trustee Garcia, Trustee Johnson-Burick.

3. CHANGES TO THE AGENDA & APPROVAL

Motion: To approve agenda, Moved by Trustee Arzabal, Seconded by Garcia

Roll Call Vote: Motion passed (summary: Yes = 4).

Mayor Pro Tem Caro Yes

Trustee Arzabal Yes

Trustee Garcia Yes

Trustee Johnson-Burick Yes

1 **4. PRESENTATIONS:**

2 **A. Update on Vector Control. – Matt Lee, Entomology Consultants, LLC.**

3 Mr. Lee gave an update on Vector Control; constant monitoring, no complaints, treating pockets around
4 Mesilla Valley Bosque and wetlands; West Nile cases in Dona Ana County and El Paso.

5
6 Mayor Barraza stated there are fewer mosquitos than in previous years.

7
8 Mr. Lee Matt stated vegetation is being controlled.

9
10 Mayor Pro Tem Caro asked if they have monitored the drainage ditch next to his home

11
12 Mr. Lee responded area is being treated consistently; area which belongs to the county is a breeding area.

13
14 Mayor Barraza stated the plaza will need to be treated for the fiesta this weekend.

15
16 Mr. Lee responded he will treat the plaza. The fountain at La Posta will continue to be monitored due to
17 the breeding issue.

18
19 Attendee: mosquitos are bad at Mesilla Elementary.

20
21 Mr. Lee asked that they contact the administration office so we treat the area and drainage ditches.
22 Treatments can only be done when there is wind. He will meet with Mayor Barraza regarding Zika
23 funding.

24
25 **5. CLOSED SESSION – pursuant to NMSA 1978 Chapter 10-15-1(H)(2): discussion limited to**
26 **personnel matters in the Marshal’s Department. – Nora L. Barraza, Mayor.**

27 **Motion:** To enter Closed Session pursuant to NMSA 1978 Chapter 10-15-1(H)(2): discussion limited to
28 personnel matters in the Marshal’s Department, **Moved by Trustee Johnson-Burick, Seconded by**
29 **Trustee Garcia**

30
31 **Roll Call Vote: Motion passed (summary: Yes = 4).**

32 **Mayor Pro Tem Caro Yes**

33 **Trustee Arzabal Yes**

34 **Trustee Garcia Yes**

35 **Trustee Johnson-Burick Yes**

36
37 Entered Closed Session at 6:16 p.m.

38
39 **Motion:** To enter regular meeting after limited discussion regarding personnel matters in the Marshal’s
40 Department pursuant to NMSA 1978 Chapter 10-15-1(H)(2), **Moved by Trustee Johnson-Burick,**
41 **Seconded by Trustee Arzabal**

42
43 **Roll Call Vote: Motion passed (summary: Yes = 4).**

44 **Mayor Pro Tem Caro Yes**

45 **Trustee Arzabal Yes**

46 **Trustee Garcia Yes**

47 **Trustee Johnson-Burick Yes**

48
49 Entered Regular Meeting 6:21 p.m.

50

1 **6. PUBLIC INPUT** – The public is invited to address the Board for up to 3 minutes.
2 Ms. Krueger read letter regarding items of routine and recurring business, items placed on consent
3 agenda, Mr. Rivera wearing a Community Service Officer tag, qualification of CSO to counsel students.
4

5 **7. *APPROVAL OF CONSENT AGENDA** – The Board will be asked to approve by one
6 motion the following items of recurring or routine business. The Consent Agenda is
7 marked with an asterisk *:

8 **Motion:** To approve consent agenda, **Moved by Trustee Arzabal, Seconded by Trustee Johnson-**
9 **Burick.**

10
11 **Roll Call Vote: Motion passed (summary: Yes = 4).**

12 **Mayor Pro Tem Caro Yes**

13 **Trustee Arzabal Yes**

14 **Trustee Garcia Yes**

15 **Trustee Johnson-Burick Yes**
16

17 **A. *BOT Minutes** – Minutes of a Work Session and Regular meeting of August 27, 2018.

18 *Approved by consent agenda*

19 **B. *PZHAC Case 060762** – 2547 Calle del Norte, submitted by Rosalina Contreras; a request
20 for a building permit to replace windows, doors, and screens on a dwelling at this address.

21 Zoned: Historic Residential (HR). *Approved by consent agenda*

22 **C. *PZHAC Case 060776** – 2305 Calle de Colon, submitted by Gerard Nevarez; a request for
23 a building permit to allow the construction of a rock wall and a wood fence along the
24 property lines of a residential property at this address. Zoned: Historical Residential (HR).

25 *Approved by consent agenda*

26 **D. *PZHAC Case 060780** – 1986 Calle de Cura, submitted by Diane Moore; a request for a
27 building permit to refinish exterior posts, repair or replace exterior doors, and add and paint
28 security doors on a dwelling at this address. Zoned: Historic Residential (HR). *Approved*

29 *by consent agenda*

30 **E. *PZHAC Case 060781** – 1986 Calle de Cura, submitted by Diane Moore; a request for a
31 building permit to replace the windows on a dwelling at this address. Zoned: Historic
32 Residential (HR). *Approved by consent agenda*

33 **F. *PZHAC case 060782** – 1986 Calle de Cura, submitted by Diane Moore; a request for a
34 building permit to repair and repaint the stucco on a dwelling at this address. Zoned:

35 Historic Residential (HR). *Approved by consent agenda*

36 **G. *PZHAC Case 060785** – 1799 Avenida de Mesilla, submitted by Rachel Floyd for
37 “Spaology”, a request for a sign permit to allow the relocation of an existing sign from one
38 structure to another at this address. Zoned: General Commercial (C) *Approved by consent*
39 *agenda*

40 **H. *PZHAC Case 012064** – 1755 Avenida de Mercado, submitted by Lou Ellen Kay for the
41 Las Cruces Academy, a request for an extension of the Special Use Permit for the private
42 school located at this address. Zoned: General Commercial (C). *Approved by consent*
43 *agenda*
44

45 **8. NEW BUSINESS:**

46 ****A public hearing must be held prior to approval of item A.****

47 **Motion:** To close regular meeting and enter Public Hearing for a winegrower off-site location liquor
48 license, with on premises consumption and package sales only with waiver from the Town due to
49 proximity from Basilica of San Albino from Heart of the Desert, Inc., 2350 Calle de Principal **Moved by**
50 **Trustee Arzabal, Seconded by Trustee Garcia**

1
2 **Roll Call Vote: Motion passed (summary: Yes = 4).**
3 **Mayor Pro Tem Caro Yes**
4 **Trustee Arzabal Yes**
5 **Trustee Garcia Yes**
6 **Trustee Johnson-Burick Yes**
7

8 Ms. Stoechner-Hernandez stated the business is moving from one location to another location across the
9 plaza.

10
11 **Motion:** To close Public Hearing and enter regular meeting, **Moved by Trustee Arzabal, Seconded by**
12 **Trustee Garcia**
13

14 **Roll Call Vote: Motion passed (summary: Yes = 4).**
15 **Mayor Pro Tem Caro Yes**
16 **Trustee Arzabal Yes**
17 **Trustee Garcia Yes**
18 **Trustee Johnson-Burick Yes**
19

20 **A. For approval:** a winegrower off-site location liquor license, with on premises
21 consumption and package sales only with waiver from the Town due to proximity from
22 Basilica of San Albino from Heart of the Desert, Inc., 2350 Calle de Principal. – **Cynthia**
23 **Stoechner-Hernandez, Clerk/Treasurer.**

24 **Motion:** To approve a winegrower off-site liquor license, with on premises consumption and package
25 sales only with waiver from the Town due to proximity from Basilica of San Albino from Heart of the
26 Desert, Inc., 2360 Calle de Principal, **Moved by Trustee Arzabal, Seconded by Trustee Johnson-**
27 **Burick.**

28
29 Mayor Pro Tem Caro asked if the priest had been contacted.

30
31 Mayor Barraza responded a letter is attached to the form.

32
33 **Roll Call Vote: Motion passed (summary: Yes = 4).**
34 **Mayor Pro Tem Caro Yes**
35 **Trustee Arzabal Yes**
36 **Trustee Garcia Yes**
37 **Trustee Johnson-Burick Yes**
38

39 **B. For Approval:** Recommendation to award a contract to the responsible bidder for the Town
40 of Mesilla Water Meter Replacement Project WTB-3558. – **John Montoya, Molzen**
41 **Corbin.**

42 Mr. Montoya stated bids were received for installation of received bids for installation of meters. We
43 have recommended awarding bid to DuCross Construction. This is funded by New Mexico Water Trust
44 Board. Since we will not have enough funding we will do residential first. A change order can be
45 submitted once project is started since we would need \$30,000 to complete all the meters.
46

47 **Motion:** To approve recommendation to award a contract to the responsible bidder for the Town of
48 Mesilla Water Meter Replacement Project WTB-3558, **Moved by Trustee Arzabal, Seconded by**
49 **Mayor Pro Tem Caro.**
50

1 **Roll Call Vote: Motion passed (summary: Yes = 4).**
2 **Mayor Pro Tem Caro Yes**
3 **Trustee Arzabal Yes**
4 **Trustee Garcia Yes**
5 **Trustee Johnson-Burick Yes**
6

7 Mayor Barraza asked how soon this project will start.

8
9 Mr. Lopez responded we can start right away.

10
11 Trustee Johnson-Burick asked who will be overseeing this project.

12
13 Mayor Barraza responded Molzen-Corbin and the town will work together on this project. We are hoping
14 to have it completed by November.

15
16 **C. For Approval:** The hiring of a Community Services Officer. – **K.C. Alberg, Marshal.**
17 Marshal Alberg recommended Mr. Matthew Rivera for Community Services Officer.

18
19 **Motion:** To approve the hiring of a Community Services Officer, **Moved by Trustee Arzabal, Seconded**
20 **by Trustee Johnson-Burick.**

21
22 Mayor Pro Tem Caro asked if Mr. Rivera has all the qualifications.

23
24 Marshal Alberg responded Mr. Rivera has had training and is qualified to deal with student issues.

25
26 Trustee Arzabal stated the schools do counseling.

27
28 Marshal Alberg responded the counseling language used comes from the Las Cruces Public Schools
29 (LCPS) contracts.

30
31 Trustee Garcia asked what other classes he has taken and what certifications does he have.

32
33 Marshal Alberg responded he attended and has received certification for Modified Police Academy,
34 Enhanced Codes, Animal Control, Certified Fire Fighter, and Emergency Medical Technician, completed
35 Police Officer Background and is a Level 3 Armed Security Guard.

36
37 **Roll Call Vote: Motion passed (summary: Yes = 4).**
38 **Mayor Pro Tem Caro Yes**
39 **Trustee Arzabal Yes**
40 **Trustee Garcia Yes**
41 **Trustee Johnson-Burick Yes**
42

43 Mayor Barraza stated she will be meeting with Mr. Rivera. They will be working with LCPS on the
44 transition from Mesilla Elementary School to Rio Grande Prep.

45
46 **9. *STAFF REPORTS:**

47 Community Development
48 Finance Department
49 Marshal's Department

Community Programs
Fire Department
Public Works Department

50

1 **10. BOARD OF TRUSTEE COMMITTEE REPORTS**

2 Trustee Johnson-Burick attended the MPO Meeting; many projects were discussed.

3
4 Mayor Pro Tem Caro attended NMML Conference in Roswell. He would like Mr. Cordero's number so
5 he can express his concern with the potholes around town especially on Calle de Norte and Snow Road.

6
7 Trustee Garcia stated she will be attended MOLI training this week.

8
9 Mayor Barraza attended NMML Conference in Roswell. There was a lot of interaction; good conference.
10 University Avenue was discussed during the MPO meeting. When she asked about the trail; she was told
11 we would have to look at an engineering firm to oversee the project; Mr. Cordero will take care of that.
12 The Valley Drive project will take a year to complete.

13
14 **11. BOARD OF TRUSTEE/STAFF COMMENTS**

15 Trustee Johnson-Burick asked for fiesta details.

16
17 Mayor Barraza stated Latin Breed will not be playing at the fiesta so the fiesta will end at 7:00 p.m. on
18 Sunday. She invited all the trustees to join the parade. The trustees will be riding on the trolley and asked
19 that the trustees bring one or two family members. The Consulate from Juarez will be doing the "Grito"
20 on Saturday as well as sing the Mexican National Anthem. We will be recognizing Mr. Benjamin Lopez
21 who is 100 years old. Due to safety concerns we will not be having the grease pole this fiesta. Mr.
22 Cordero is working on getting quotes regarding the potholes; he understands they are a safety concern.
23 We did receive money to repair Bowman and are getting the paperwork completed; looking at 4 to 6
24 months before we get this project going. Public Works is very short staffed and will get to things as soon
25 as they can. The prisoners are helping us out with the weeds.

26
27 Trustee Arzabal stated he would like the guidelines used on when the plaza will be closed in order to
28 answer questions and concerns from the business owners.

29
30 Mayor Barraza responded public safety is the major reason for closures. The number of expected
31 participants and food vendors are taken into consideration.

32
33 Trustee Garcia asked if we need to pay for the prisoners.

34
35 Trustee Johnson-Burick stated she loves the new trucks.

36
37 Mayor Barraza responded they have made a difference. Today she met with Dr. Schafer who is
38 requesting the board revisit the sign ordinance for the Mercado area.

39
40 Trustee Arzabal asked for Mr. Shannon to email the board that information as we continue to get those
41 request.

42
43 Mayor Barraza stated Trustee Garcia will be attending MOLI training. Ms. Stoechner-Hernandez and
44 herself will be attending US/Mexico Border Mayor Summit in San Antonio, Texas. She will be attending
45 a NMML Board of Directors Meeting on October 6th in Santa Fe.

46
47
48 **12. ADJOURNMENT**

49 **The Town of Mesilla Trustees unanimously agreed to adjourn the meeting. (Summary: Yes-4)**

50

1 **MEETING ADJOURNED AT 6:51P.M.**

2

3 **APPROVED THIS 24th DAY OF SEPTEMBER, 2018.**

4

5

6

Nora L. Barraza
Mayor

7

8

9

10

11 **ATTEST:**

12

13

14

Cynthia Stochner-Hernandez
Town Clerk/Treasurer

15

16

17

18

19

20

21

DRAFT

SEPTEMBER 17, 2018 PZHAC CASES TO THE PZHAC

Building Permits

1. **Case 060783** – 1750 Calle de Mercado, submitted by Anna Emerick-Biad; a request for a building permit to allow the renovation of a commercial property at this address in order to accommodate an extension of an adjacent private school, a banquet hall, a café, commercial offices, and a children’s health care center. Zoned: General Commercial (C). **(Discussed during Work Session – Item 3)**
2. **Case 060790 w/CONDITION**– 2186 Calle de Guadalupe, submitted by Michael Clute; a request for a building permit to replace the windows on a dwelling at this address. Zoned: Historic Residential (HR) **(Discussed during Work Session – Item 4)**

Sign Permits

1. **Case 060784** – 1750 Calle de Mercado, submitted by Anna Emerick-Biad for Hacienda Investments, LLC; a request for a sign permit to erect a directory sign on a commercial property at this address. Zoned: General Commercial (C) **(Discussed during Work Session – Item 3)**

BOT ACTION FORM
BUILDING PERMITS 060782
[PZHAC REVIEW – 9/17/2018]
STAFF ANALYSIS

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

Items:

Case 060783 – 1750 Calle de Mercado, submitted by Anna Emerick-Biad; a request for a building permit to allow the renovation of a commercial property at this address in order to accommodate an extension of an adjacent private school, a banquet hall, a café, and a children’s health care center. Zoned: General Commercial (C).

Staff Analysis:

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

If it is determined that the proposed renovations to the property 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 renovations to the property 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 renovations to the property, when finished, will be consistent with the development of land in the General Commercial (C) zoning district. Additionally, the PZHAC will also need to determine that the request, as submitted, is consistent with the all other sections of the **Building and Zoning Codes** that may be applied to this project.

Findings that need to be made:

- The PZHAC has jurisdiction to review and recommend approval of this request to the BOT.
- The proposed work consists of constructing renovations to a commercial property at this address.
- The PZHAC has determined that the proposed renovations meet all applicable Code requirements.

Discussion included the fact that buildings would be mixed use, that the school portion of the building would need to meet state requirements for such a use, and that the walls that had been added to the courtyard by the prior owner would be removed to reopen the courtyard. There were no issues.

PZHAC ACTION:

The PZHAC voted 3 – 0 to recommend APPROVAL of the permit as requested to the BOT.

BOT OPTIONS:

1. Approve the proposed changes as approved by the PZHAC.
2. Approve the proposed changes with conditions.
3. Reject the application.

BOT ACTION:

BOT ACTION FORM

SIGN REQUEST

CASE 060784

DIRECTORY SIGN

STAFF ANALYSIS

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

Item:

Case 060784 – 1750 Calle de Mercado, submitted by Anna Emerick-Biad for Hacienda Investments, LLC; a request for a sign permit to erect a directory sign on a commercial property at this address. Zoned: General Commercial (C)

Description of Work to be Done:

The applicant would like to install a 10 square foot directory sign at the front of this property to indicate businesses that will be on the property. The sign will be located near the entrance to the property, and will consist of a dark metal frame holding a two square foot sign for each operation (See attached photo of an example). There will be up to a total of five commercial uses on the property.

Consistency with the Code:

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

18.65.165 Directory signs.

- A. **A directory sign may be permitted for a building or development where there is more than one business or tenant.** A directory sign may be a wall sign, projecting sign, or **freestanding sign**, provided the sign complies with all requirements for the type of sign.
- B. A directory sign shall be limited to 15 square feet in area for signs located in the Historical Commercial (H-C zone) zone and **25 square feet in area for signs located in the Commercial (C) zone.**
- C. All directory signs shall be located on the premises where the businesses are located.
- D. A directory sign may list all businesses or only the building or development name.**
- E. Each business may have one individual sign in addition to the identification on the directory sign, in accordance with the sign regulations and all other laws and ordinances. [Ord. 2008-04 § 10]

Findings that need to be made:

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of installing a 10 square foot directory sign on the property.
- The subject property is zoned General Commercial (HC)
- The proposed sign will not have negative impacts on the surrounding businesses in the area.
- The proposed signs will be consistent with the Code.

PZHAC ACTION:

The PZHAC voted 3 – 0 to recommend APPROVAL of the permit to the BOT providing that the sign meet code requirements for freestanding directory signs..

BOT OPTIONS:

1. Approve the proposed changes as approved by the PZHAC.
2. Approve the proposed changes with conditions.
3. Reject the application.

BOT ACTION:

PZHAC WORK SESSION
SEPTEMBER 17, 2018
ITEM 3

Submitted by Anna Emerick Biad for Hacienda Investments, LLC; a request to discuss plans to renovate a commercial structure at 1750 Calle de Mercado in order to accommodate an extension of an adjacent private school, a banquet hall, a café, commercial offices, and a children's health care center (**Case 060783**), and to construct a directory sign on the property (**Case 060784**). Zoned: General Commercial (C).

The applicant has recently acquired this property and has obtained a Special Use Permit from the Town to expand the adjacent Acton Academy into one of the structures on the property. Part of the reason for the proposed construction is to allow the applicant to modify the structure in order to meet occupancy requirements for the school. The applicant would also like to renovate the remaining structures to accommodate other uses in addition to the school in order to utilize the existing kitchen in the facility. These uses include: a health care operation for children, a banquet hall for special events such as weddings and parties, and a café. Alterations will include removing the wall in front of the courtyard and completely remodeling the courtyard (see attached plans and photos), as well as modifications to the two covered walkways on either side of the courtyard.

The proposed uses are all allowed uses in the General Commercial district. The applicant has been informed that all work will need to maintain the existing architectural style of the structure.

The applicant would also like to install a directory sign on the property, since there will be at least five separate operations on the property, including the school. A photo of an example is attached. The applicant will discuss this further at the Work Session.

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

Doña Ana County, NM

General Reference Maps

2014 Aerial

Addresses

County Address Points

Select Search Type: Account Nu

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0401181](#)

Parcel Number: null

Owner: HACIENDA INVESTMENTS LTD

Mail Address: 5140 NIZHONI TRAIL

Subdivision: Subd: MERCADO DE LA

MESILLA PH 1 & 3B RPLT #1 (BK 24

PG 163 - 1627098) Lot: 1

Property Address: 1750 CALLE DE

MERCADO

Acres: 0



VIEW OF THE STRUCTURE FROM THE FRONT (NORTH)



WALL TO BE REMOVED



VIEW OF THE STRUCTURE FROM THE WEST



VIEW OF THE STRUCTURE FROM THE EAST



VIEWS OF THE STRUCTURE FROM THE SOUTH



CLIENT INFORMATION

CLIENT: JIM & JANE
 ADDRESS: 1234 GATEWAY BLVD
 CITY: HOUSTON, TX 77058
 PHONE: 713-555-1234
 FAX: 713-555-5678
 EMAIL: jim@jane.com



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El Paso Tx. Mobile: 915-400-8984
 george@godesignsep.com

Creative Vision—Design to build Remodel,
 Outdoor Living, Pools, Fire, Landscapes
 & Boutique Maintenance

AWARD WINNING DESIGNS

- ASPINSPII/MPG
- GOLD, SILVER & BRONZE 2001-2011
- "BEST OF HOZZZ 2016"
- "BEST OF HOZZZ 2017"
- "BEST OF HOZZZ 2018"
- "BEST OF HOZZZ 2015"
- "BEST OF HOZZZ 2014"

PROJECTS FEATURED IN:
 POOL, PATIOS AND FABULOUS
 OUTDOOR LIVING
 LUXURY POOLS MAGAZINE,
 REGISTRY OF ELITE POOL
 BUILDERS
 CITY MAGAZINE-EL PASO
 SU CASA MAGAZINE-EL PASO

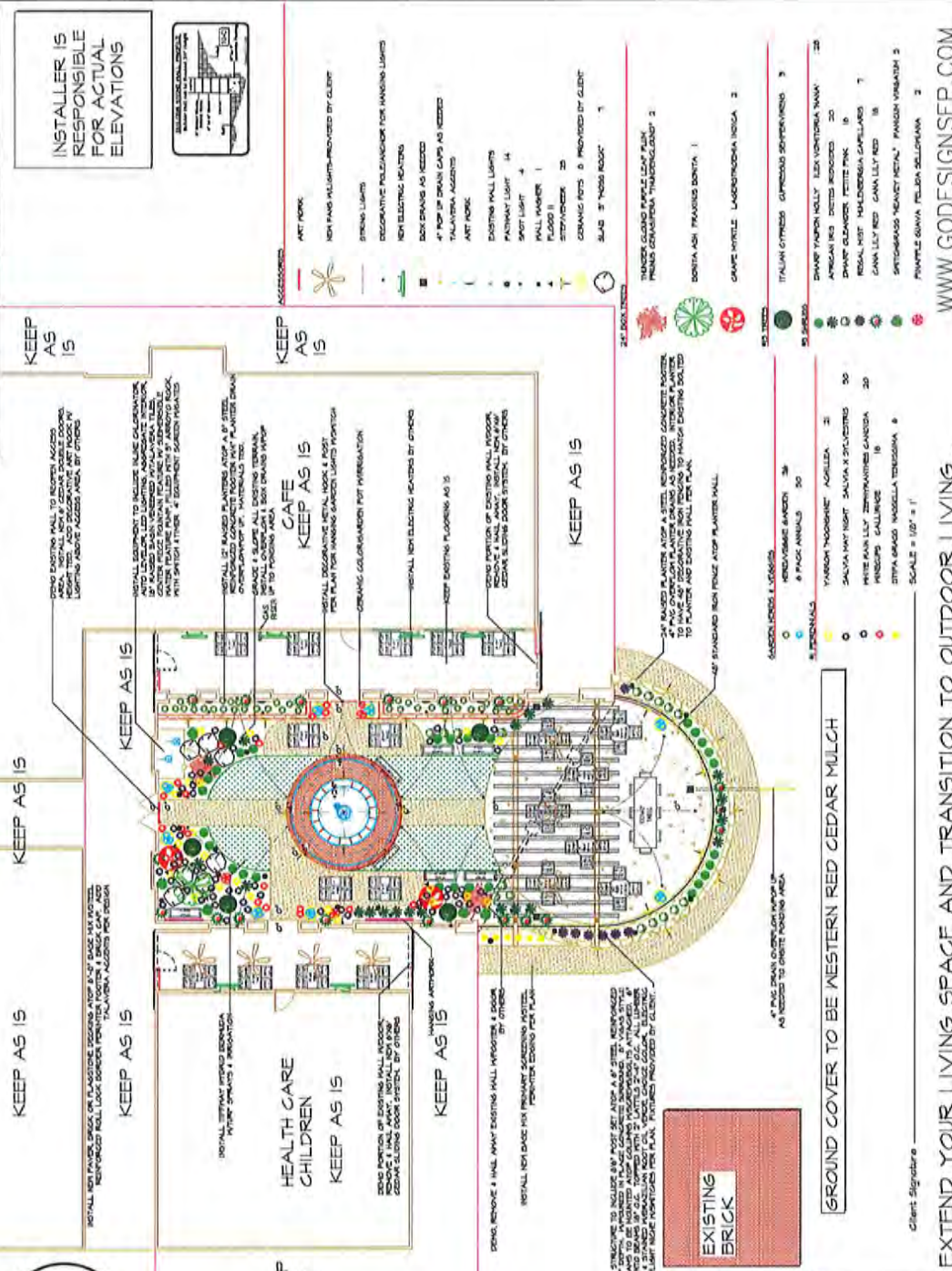
THIS IS AN ORIGINAL ARTIST RENDERING. All designs & specifications remain the property of GO Designs. Any use or reproduction is prohibited without written consent of GO Designs. ALL RIGHTS RESERVED.



PLANS PROVIDED ARE FOR DESIGN ONLY. CLIENT WILL NEED TO HAVE PERMIT FOR CITY APPROVAL AS WELL LICENSED IRRIGATOR, GAS PLUMBER & ELECTRICIAN

INSTALLER IS RESPONSIBLE FOR ACTUAL INSTALL GRADING, IRRIGATION, MATERIALS. DESIGN PER SURVEY PROVIDED. DESIGNER NOT RESPONSIBLE FOR ANY INSTALLATION.

INSTALLER IS RESPONSIBLE FOR ACTUAL ELEVATIONS



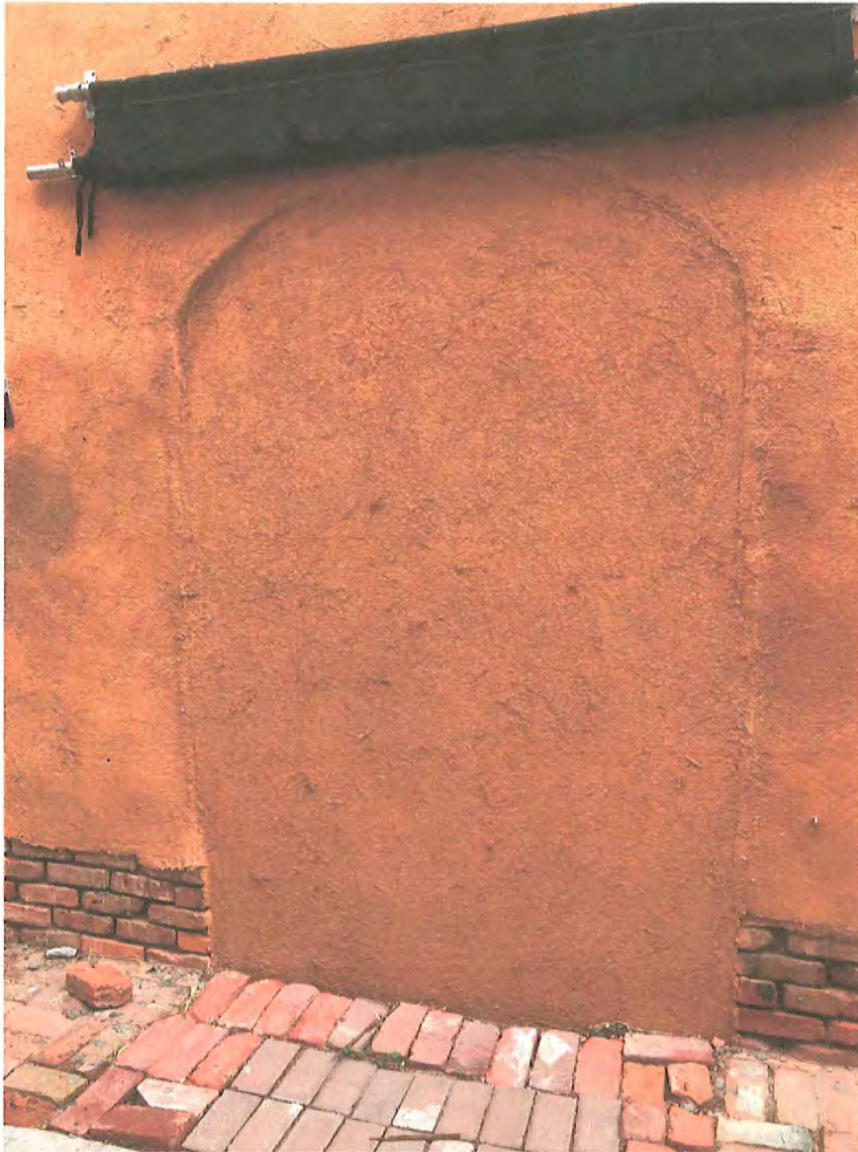
Hacienda Investments LLC

1750 Calle de Mercado

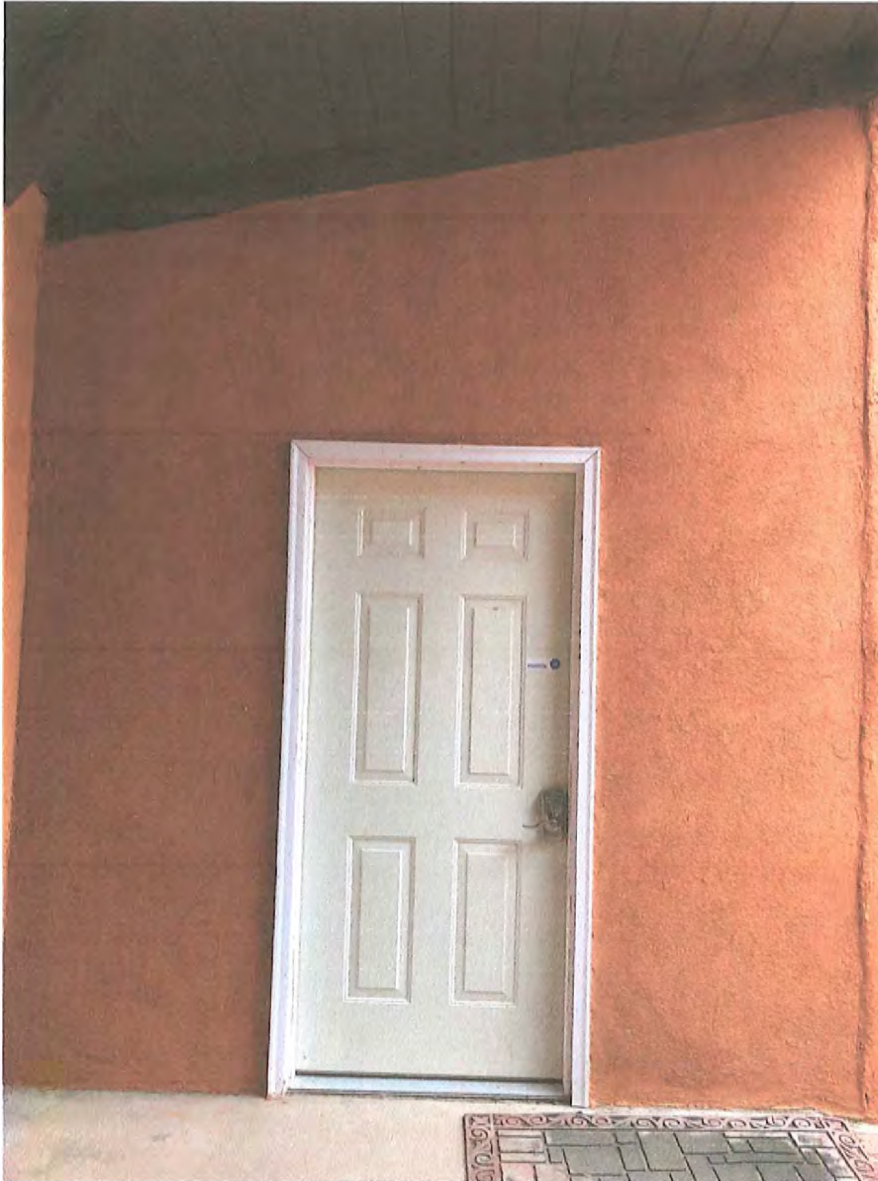
Anna Emerick-Biad

Demolition Request

We are requesting permission to remove the structures featured in these photos.



Reopen passageway into the central courtyard.



Remove passage walls that enclosed the east facing suite. The removal of these walls will allow easy flow in and out of the space. These walls were not in the original building design and were added to facilitate a day care program. To best serve a commercial use and allow for easy public access of this space, the two walls enclosing the entrance must be removed.



Remove the walls the wrought iron is resting on around the entire courtyard. Wrought iron will rest at floor level.



Remove the solid courtyard wall and replace it with a new landscape design per supplied plans.

TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060783

Fee \$ 115.50

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

CASE NO. 060783 ZONE: C CODE: ACM APPLICATION DATE: 8/22/18

Hacienda Investments 644-8265
 Name of Applicant/Owner Applicant's Telephone Number

1730 Tiernade Mesilla Las Cruces, NM 88005
 Applicant's/Owner's Mailing Address City State Zip Code

anna@anna-e.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: 1730 Avenida de Mercado

Description of Proposed Work: See attached plan

\$70,000.00 Anna E Biod 8/22/18
 Estimated Cost Signature of Applicant Date

Signature of property owner if applicant is not the property owner: Anna Emerald Biod

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

FOR OFFICIAL USE ONLY

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

FIRE INSPECTION/APPROVAL REQUIRED: YES NO SEE CONDITIONS

CID PERMIT/INSPECTION REQUIRED: YES NO SEE CONDITIONS

CONDITIONS: PZHAC REVIEW AND BOT FINAL APPROVAL ARE REQUIRED
CID PERMIT AND INSPECTION ARE 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:



OFFICIAL USE ONLY:

Case # 060784

Fee \$ 40.00

CASE NO. 060784 ZONE: C APPLICATION DATE: 8/21/18

Hacienda Investments LLC 644-8265
Business Name Business Telephone Number

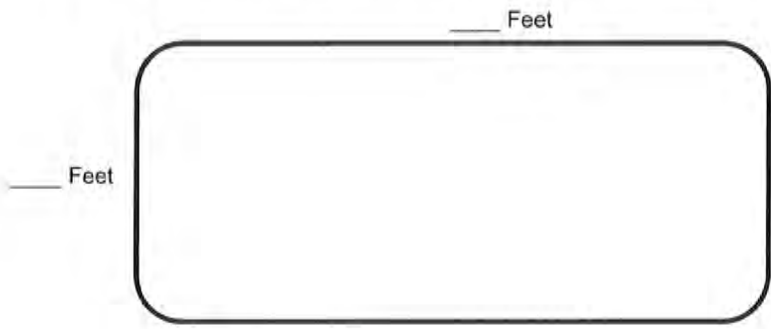
1730 Tierra de Mesilla Las Cruces NM 88005
Business Address City State Zip Code

Anna Biack 644-8265
Applicant Name Applicant Telephone/Cell Number

Same _____
Mailing Address City State Zip Code

Description of sign: See Attached

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



Colors: _____

FOR OFFICIAL USE ONLY

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

CONDITIONS: PZHAC REVIEW & BOT APPROVAL REQUIRED

PERMIT ISSUED BY: _____ ISSUE DATE: _____

Community Development Department
2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104
www.mesilla-nm.gov

Hacienda Investments LLC

Anna Emerick-Biad

Request for Sign Permit

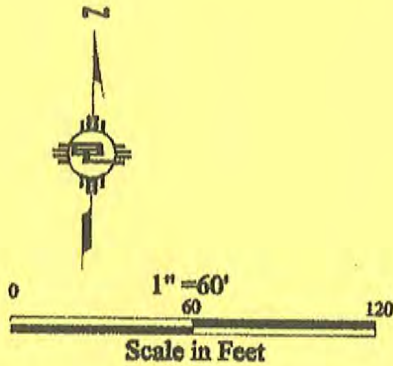
This is a sample design for our marquee to go at the property located at 1750 Tierra de Mesilla. The dimensions would not exceed 10 square feet (there are 5 leasable spaces on the property). The sign would be located toward the front of the property. Please see attached survey. Individual business signs could be located near the business entrance and not exceed town of Mesilla code requirements.



PLAT OF SURVEY

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

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



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

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

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

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



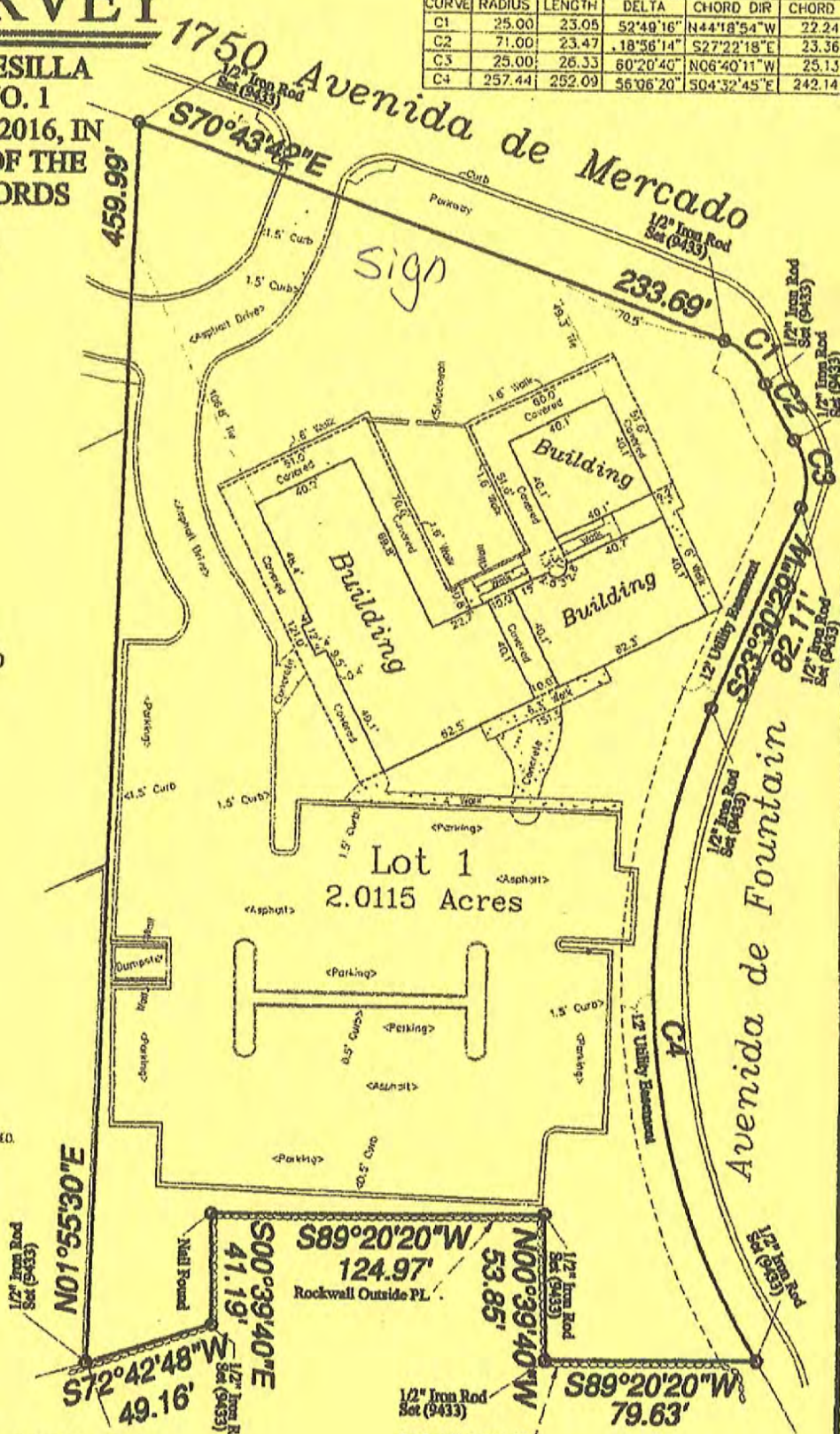
SURVEYOR'S CERTIFICATE

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

July 27, 2017

DATE OF SURVEY

TED G. SCANLON - P.S. NO. 9109
 2990 N. MAIN STREET, STE. 3C, LAS CRUCES, NEW MEXICO 88001



"THIS IS A BOUNDARY SURVEY PLAT OF AN EXISTING TRACT OR TRACTS OF LAND. IT IS NOT A LAND DIVISION OR SUBDIVISION AS DEFINED IN THE NEW MEXICO SUBDIVISION ACT."

ORDERED BY
ENGINEERS AND SURVEYORS LLC.
 2990 N. MAIN STREET, STE. 3C
 LAS CRUCES, NEW MEXICO 88001
 PHONE: (575) 522-1443
 FAX: (575) 522-2209

BOT ACTION FORM
BUILDING PERMITS 060784
[PZHAC REVIEW – 9/17/2018]
STAFF ANALYSIS

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

Items:

Case 060790 – 2186 Calle de Guadalupe, submitted by Michael Clute; a request for a building permit to replace the windows on a dwelling at this address. Zoned: Historic Residential (HR)

Staff Analysis:

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

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

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

Estimated Cost: @ \$3,000.00

Consistency with the Code:

The PZHAC will need to determine that the proposed work, when finished, will be consistent with the zoning requirements for this property. Additionally, the PZHAC will also need to determine that the request, as submitted, is consistent with the all other sections of the **Building and Zoning Codes** that may be applied to this project.

Findings that need to be made:

- The PZHAC has jurisdiction to review and recommend approval of this request to the BOT.
- The proposed work consists of replacing windows on a dwelling at this address.
- The PZHAC has determined that the proposed work meets all applicable Code requirements.

Discussion included the fact that dwelling had been substantially modified in the past and the window replaced six years ago. There was also discussion of the frame color. Other than the frame color, there were no issues.

PZHAC ACTION:

*The PZHAC voted 3 – 0 to recommend APPROVAL of the permit to the BOT with the following CONDITION:
The frames should be any other color acceptable to the Town for trim but white.*

BOT OPTIONS:

1. Approve the proposed changes as approved by the PZHAC.
2. Approve the proposed changes with conditions.
3. Reject the application.

BOT ACTION:

PZHAC WORK SESSION
SEPTEMBER 17, 2018
ITEM 4

Submitted by Michael Clute, a request to discuss plans to replace the windows on a dwelling at 2186 Calle de Guadalupe (Cases 060790). Zoned: Historical Residential (HR)

The applicant would like to replace all the windows on the dwelling with new windows having a style and appearance that is more compatible with structures in the area. (The windows will be similar in style to the windows on the dwelling at 2149 Calle de Guadalupe – see attached photo and widow brochure.) Instead of white, the windows will be bronze in color.

According to the applicant, the existing windows were installed about six years ago and the moisture seals on some of the windows are starting to fail, causing condensation to form between the panes. Also, one of the windows is broken. Additionally, the new sliding door will have an appearance that is more in style with the dwelling.

The structure is in the Historic Register (see attached) and appears to have been built around 1940. Attached are the Historical Registry worksheet and the description sheet for the structure which were submitted by the Town as part of the application for inclusion in the Historical Register in 1980 (see attached). The structure was described as not being similar to its surroundings, and having a neutral architectural contribution to its surroundings. Also, its appears to have been remodeled significantly since the inventory was taken, and many of the features appear from the time, especially the windows, appear to have been changed. (The only record found in the files is a building permit from 2002 for the driveway and slab for a storage structure. Most of the renovations appear to have been done before that, according to a survey with the building permit.) The structure now appears to be similar to several other structures in the area.

Consistency with the Code: The PZHAC will need to determine that the proposed windows and door 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 replacement windows are similar in appearance to those being replaced.

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.

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

Doña Ana County, NM

General Reference Maps

2014 Aerial | Addresses | County Address Points

Select Search Type: Account Nu

Maps

Legend

Map Themes

Parcels

UDC Zoning

Roads and Transportation

NM House Districts

NM Senate Districts

County Commission Districts

City Council Districts

Median Household Income

General Land Ownership

Account Number: [R0400274](#)

Parcel Number: 4006137199406

Owner: MADDRY JOSEPH D &
TREVELINE KAYE

Mail Address: PO BOX 1297

Subdivision:

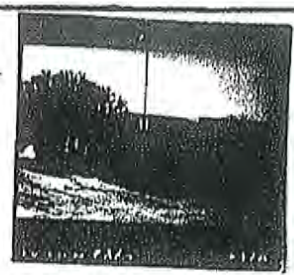
Property Address: 2185 CALLE DE
GUADALUPE

Acres: 0.21000918



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

Pict 10



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 1/15/80 BY MRB		4. CHECK DATE		6. COMPUTER DATE		8. FILE DATE		10. REVISION DATE	
2. COUNTY Dona Ana		13. FIELD MAP		14. NUMBER		15. UTM REFERENCE NUMBER 13 330966 3572200 ZONE EASTING NORTHING			
16. SPECIFIC LOCATION On the NW corner of Calle de Guadalupe and Calle de Medanos.						17. CITY/TOWN Mesilla		20. I.D. # 183202800	
						18. ZIP 88046		22. ROLL # 33	
						19. LAND GRANT OR RESERVATION MESILLA CIVIL COLONY		23. NEG # 17	
20. LEGAL DESCRIPTION: TOWNSHIP NS RANGE EW SECTION 1/4 1/4 1/4									
25. ARCHITECTURAL STYLE a double (?) vernacular					26. NUMBER OF STORIES 2 Tany Nieto 835 miembros				
27. FOUNDATION MATERIAL(S)					has CRUCES, NW 88001				
28. EXTERIOR WALL SURFACE(S) tongue and groove stucco					4006-137-199-406				
29. FENESTRATION (TYPE, DIVISIONS, SURROUNDS, SILLS, ARRANGEMENTS) metal casement, recessed									
30. DOOR/ENTRANCE (TYPE/SURROUNDS) door with large lite in upper portion, paneled in lower portion									
31. ROOF(S) (NUMBER/SHAPE/MATERIAL - DETAILS)									
32. CHIMNEY(S) (NUMBER/EXTERIOR-INTERIOR/MATERIALS)									
33. EXTERIOR DETAILS small "L" shaped house. white picket fence enclosing lot. Front yard									
34. COMMENTS									
35. DATE OF CONSTRUCTION ESTIMATED 1940 (?)					36. ACTUAL				
37. SOURCE OF DATE					45. IMMEDIATE SURROUNDINGS residential				
38. ARCHITECT/ENGINEER/BUILDER					46. RELATION TO SURROUNDINGS <input type="checkbox"/> SIMILAR <input checked="" type="checkbox"/> NOT SIMILAR				
39. SOURCE OF INFORMATION					47. ARCHITECTURAL CONTRIBUTION TO SURROUNDINGS <input type="checkbox"/> PLUS <input checked="" type="checkbox"/> NEUTRAL <input type="checkbox"/> MINUS				
40. NAME					48. OVERALL SIGNIFICANCE <input type="checkbox"/> NATIONAL <input type="checkbox"/> STATE <input type="checkbox"/> LOCAL <input type="checkbox"/> NONE				
41. PRESENT USE residential					49. ASSOCIATED BUILDINGS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				
42. HISTORIC CONDITION GOOD					50. WHAT TYPE?				
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 MINOR					52. SEE BACK? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				

- 96 This stuccoed adobe Territorial Style house has a flat parapet, tin canales, and viga ends visible on the facade. The doorway has sidelights, and top lights. Windows are of wood frame and are fronted by iron grill work. Above the windows and door are decorative pediments. A portal of squared beams and decorative corbels fronts a portion of the building. est. 1860. (S)
- 97 This is a very fine example of the type of architecture that was prevalent in the vicinity of the plaza during the latter half of the 19th century. It has a flat roof, parapet, canales and wood frame windows. The entrance is through a zaguán. This residence fronts the streets on the east and west sides. Another residence (see next entry) is adjacent to, and to the north of the building. est. 1855. (S)
- 98 This residence is adjacent to the building to the south. This also occupies the width of the block, fronting the streets on the east, north and west. The doorway has sidelights and toplights and is fronted by a decorative screen door with spindles. The windows and door have decorative trim, the roof is flat with tin canales and the adobe walls are stuccoed. Blas Duran, the owner of this residence in the early 1850's, was a judge who held court here many times, thus making it one of the earliest seats of government in the village. (S)
- 99 This small stuccoed adobe house has a flat roof, tin canales and aluminum sash windows. This building has recently been renovated. est. 1920. (C)
- 100 This is a small ell-plan house of stuccoed adobe. It has a flat roof, parapet and recessed metal casement windows. est. 1940. (N)
- 101 Very similar to the above mentioned house, this residence has a flat roof, parapet, aluminum frame windows and is of an ell-plan. ca. 1940. (N)
- 102 Very similar to the two preceding houses, this residence has a flat roof, parapet, wood frame windows, and has an ell shaped floor plan. est. 1940. (N)
- 103 This stuccoed adobe house has metal casement windows. The building is fronted by a portal with shed roof that is covered with mission tile. Roof over the residence is flat with parapet. est. 1945. (N)
- 104 This is a stuccoed house with a gabled roof covered by asphalt shingles. Windows are metal casement. est. 1940. (N)
- 105 This house has a flat roof, parapet, metal casement windows fronted with iron grillwork, and it is stuccoed. est. 1935. (N)

ATTACHMENT FOR MICHAEL CLOTS

APPLICATION FOR PERMIT TO REPLACE EXISTING
WINDOWS 9/4/2018

Room

LIVING ROOM	2 e 60" x 48"
Bedroom #1	2 e 36" x 40" CASEMENT WITH BRASS HINGES
Bathroom	1 e 18" x 24" VENTING - AWNING STYLE
Kitchen	1 e 36" x 24" VENTING - AWNING STYLE
Bedroom #2	1 e 36" x 36" CASEMENT WITH BRASS HINGES
PATIO	1 e 60" x 80" SLIDING PATIO DOOR

NOTES: ALL EXISTING WINDOWS ARE BRONZE COLOR
ALL REPLACEMENT WINDOWS TO BE WHITE COLOR
ALL EXISTING WINDOWS INSTALLED APPROXIMATELY
6 YEARS AGO - MOISTURE SEAL IN
EXISTING WINDOWS FAILING (CONDENSATION
BETWEEN PANEES)

ALL REPLACEMENT WINDOWS AND DOOR TO
BE DIVIDED LITE - COLOR AND STYLE
TO BE SIMILAR TO 2149 CALLE DE GUADALUPE

VIEW OF FRONT OF PROPERTY FROM CALLE DE MEDANOS



VIEW OF REAR OF PROPERTY FROM CALLE DE MEDANOS



VIEW OF WINDOW AT FRONT OF DWELLING



VIEW OF WINDOW ON NORTH SIDE OF DWELLING



VIEW OF WINDOWS ON NORTH SIDE OF DWELLING



VIEW OF WINDOWS ON REAR SIDE OF DWELLING



VIEW OF WINDOWS ON REAR SIDE OF DWELLING



VIEW OF WINDOW AT 2149 CALLE DE GUADALUPE (EXAMPLE O REPLACEMENT STYLE)





80 Series

A L L - E N V I R O N M E N T V I N Y L W I N D O W S

STRENGTH
PERFORMANCE
EFFICIENCY

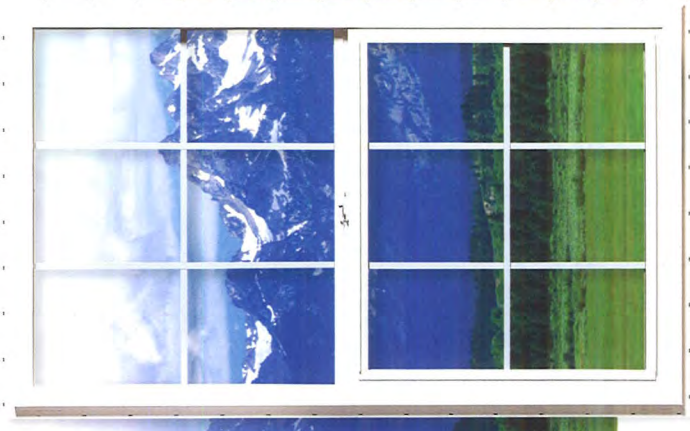


CHOOSE FROM FIVE BEAUTIFUL WINDOW STYLES

A 5 8 1

Single Hung

- 3 3/8" frame available in white, almond and desert clay or bronze exterior and white interior, offers classic beauty for new construction as well as retrofit applications.
- 1" glazing standard. Triple glazing available.
- Three grid options, continuous frame, mulling and "T" bar options give you maximum design flexibility.
- Standard Cam lock and keeper meet the toughest forced entry standards.
- Full length interlocking meeting rails and double weatherstripping reduce the potential for air and water infiltration and enhance thermal performance.
- All locking rails are metal reinforced for strength and durability.
- Integral dual lift rails make opening smooth, sure and easy.
- Side load sash operates on two concealed pre-calibrated block and tackle balances.

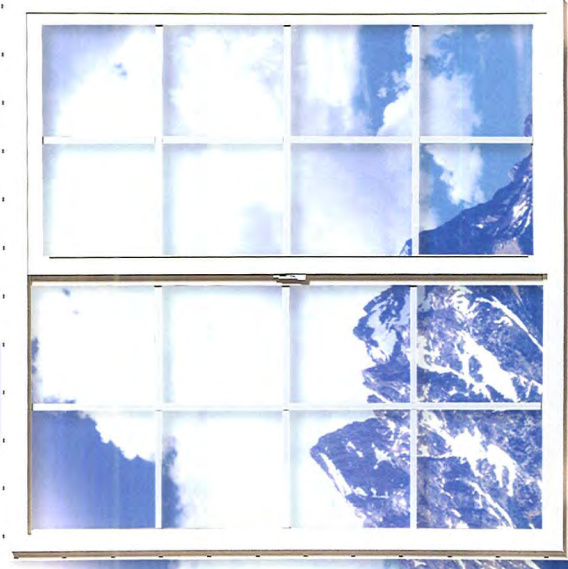


Alpine offers a 10-year, transferable commercial warranty for parts and labor and a limited lifetime residential parts and labor warranty.

A 2 8 2

Horizontal Sliding

- 3 3/8" frame available in white, almond and desert clay or bronze exterior and white interior, offers classic beauty for new construction as well as retrofit applications.
- 1" glazing standard. Triple glazing available.
- Three grid options, continuous frame, mulling and "T" bar options give you maximum design flexibility.
- Standard Cam lock and keeper meet the toughest forced entry standards.
- Full length interlocking meeting rails and double weatherstripping reduce the potential for air and water infiltration and enhance thermal performance.
- All locking rails are metal reinforced for strength and durability.
- Adjustable, tandem brass rollers in a non-corrosive housing provide smooth operation and a quick sight line adjustment in the field.



A 6 8 2

Casement

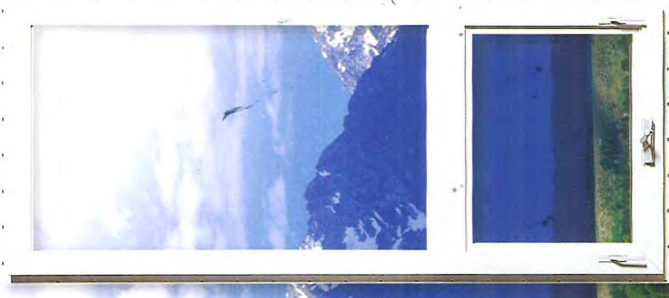
- 3 3/8" frame offers classic beauty for new construction as well as retrofit applications and can achieve a "Commercial" window rating for strength.
- A single-lever, multi-point locking system combined with triple weatherstripping ensures added security and protection from the elements.
- Standard high-end hardware and hinges provide smooth window operation and can be upgraded to stainless steel.
- A collapsible handle for mini-blind applications is available as an upgrade.
- A snap-in, extruded aluminum lip screen frame with fiberglass mesh provides a strong and seamless solution to keeping the insects out.
- Multiple casement configurations and triple glazing available.



A 6 8 1

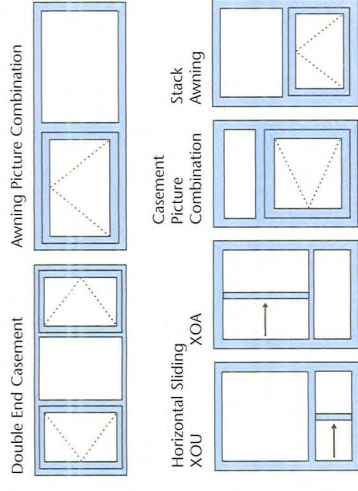
Awning

- 3 3/8" frame offers classic beauty for new construction as well as retrofit applications and can achieve a "Commercial" window rating for strength.
- The standard scissor hardware and hinges provide effortless operation and can be upgraded to stainless steel.
- Triple weatherstripping and independent lever locks at each jamb providing security and protection from the elements.
- A snap-in, extruded aluminum lip screen frame with fiberglass mesh provides a seamless solution to unwanted insects.
- Multiple awning configurations and triple glazing available.



Available Configurations

Additional configurations available, please contact your Alpine representative for details.

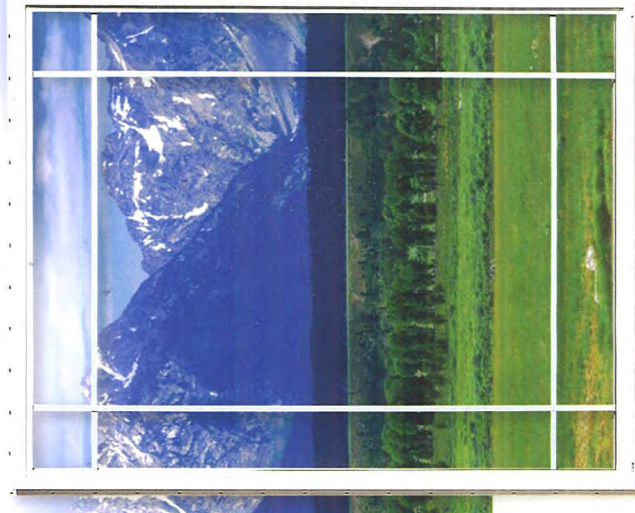


A 7 8 0

Picture

- Attractively styled vinyl window with sturdy 3 3/8" frame depth and integral nailing fin.
- Precision welded frames eliminate potential leak points at sill corners, ensure easy water runoff and improve energy efficiency.
- Narrow sight-lines for a clear attractive design.
- 1" warm-edge technology insulated glass unit with exterior glazing. Triple-glazed units available.
- The nailing fin is welded at all four corners for an enhanced weather tight installation.
- Special shapes available.

See back cover of this brochure for further information.



80 Series

Warm Climates



Low-E Glass Option

Our Low-E Glass option helps increase your home's comfort while reducing energy costs throughout the year. Its secret is an undetectable thin metal coating applied to the second surface of the insulated glass unit.

In warmer months, Low-E Glass filters long wave radiation reducing heat gain indoors to keep your home cooler.

Cool Climates



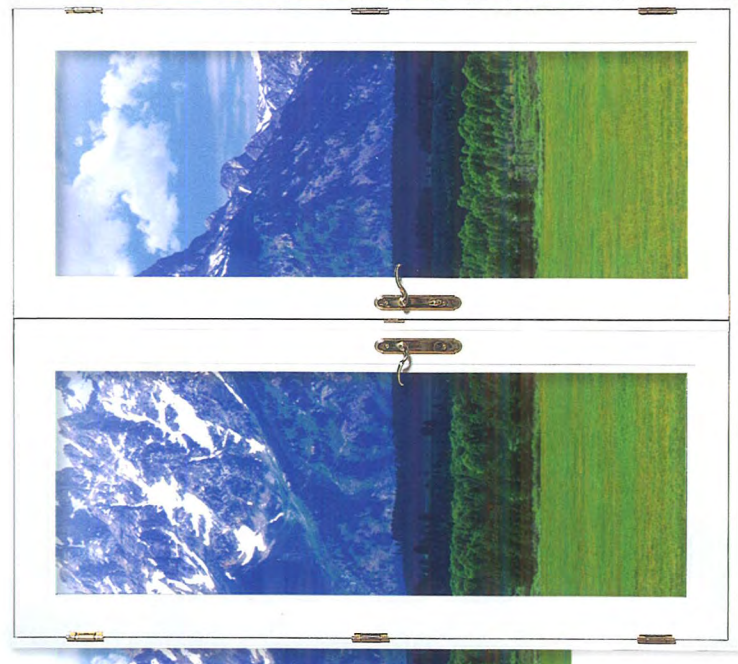
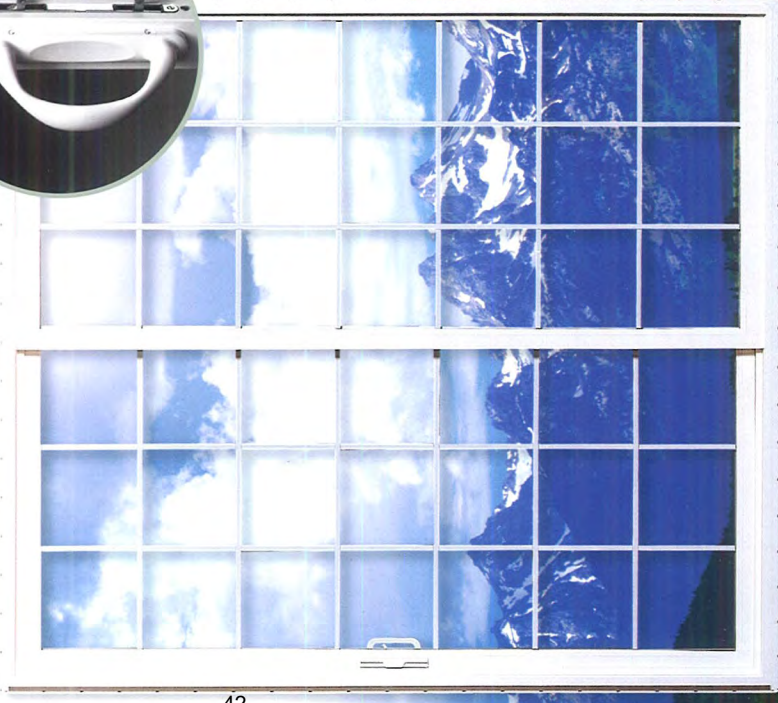
In cooler months, Low-E lets warm solar rays in, while preventing the heat from escaping.



A 1 7 2

Sliding Patio Door

- Sturdy 4½" frame depth.
- 1" glazing is standard. Triple glazing is available.
- Available in white, almond and desert clay or bronze exterior with white interior.
- A European style handle with thumb lock offers easy operation. Keyed locks and foot locks are available as an upgrade.
- Independently adjustable dual point mortise lock.
- Adjustable tandem rollers on a raised stainless steel track provide years of smooth trouble free operation.
- Metal reinforced meeting rails and sash provides strength and durability.
- Transoms are available up to 9' wide.
- Three and four panel configurations are available.
- Vinyl sheet rock returns also available.
- ADA (handicap) doors are available but must be specified on order. (Contractor is responsible to provide ramp to clear sill).
- Standard retrofit door sizes are in stock. (Consult your sales representative).



PATIO DOORS COME IN TWO STYLES TO SUIT ANY HOME

A 1 9 3

Hinged Patio Door

- Available in white and almond only.
- 1" glazing with Low-E and argon gas is standard. Triple glazing is available.
- Three point locking system for added security and a tighter seal.
- Heavy-duty aluminum reinforcement in all frame and panel members for added strength.
- Standard white hardware with adjustable non-corrosive hinges. Optional hardware finishes are available.
- Self-weeping sloped sill for increased water drainage.
- Single, double or French style doors are available in in-swing (4 7/16" or 6 7/16" jamb depths) or out-swing (4 7/16" jamb depth only.)
- Sidelites and vinyl brick mold are also available.

SMART
COMFORTABLE
SECURE



80

Bring the outdoors into your home...beautifully.

Alpine Patio Doors are designed with all the beauty and great energy saving features of Alpine's 80 Series Windows. Fusion-welded construction from solid vinyl extrusions make these patio doors strong enough to take on the most severe conditions, whatever the environment. And, like our windows, all Alpine Patio Doors are built with 1" glass units featuring warm-edge technology for superior energy efficiency.

Smart. Comfortable. Secure. Alpine 80 Series Windows and Patio Doors are the intelligent choice for any home. With their good looks, built-in strength and exceptional performance, you can be comfortable that you've made an investment to last a lifetime.

Design your home with Alpine Windows and create your own environment for living.

Alpine
WINDOWS

Sales Person:



Customer Acknowledgement

Quote Date
8/30/2018

Date Ordered
Quote Not Ordered

Dealer Name:

662640 RAWSON LC PREVAILING

Bill To:

Ship To:

Order Notes:

Delivery Notes:

Phone: (575) 524-3568 Fax: (575) 524-3568

Quote Name:

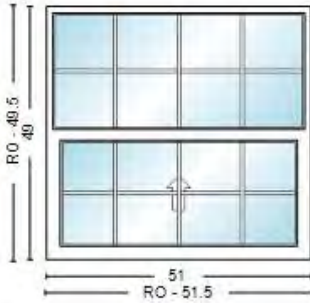
Project Name:

gen-con

2186 calle de guadalupe

QUOTE #	RUSH	STATUS	PO#
1941593	No	None	

Line Item #	Qty	Width x Height	UI	Description
1	2	51" X 49"	100	

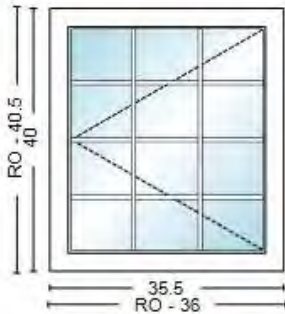


A581-80 Series Single Hung 51 x 49
 Frame Width = 51, Frame Height = 49, Sash Split = Even
 Operation / Venting = Single Hung
 NFS 1"
 Frame Color = White
 Double Glaze, SolarTherm Light, DS / DS
 Standard Screen, Boxed Screen
 U-Factor = 0.35, CR = 56, SHGC = 0.28, VT = 0.49, CPD
 = ASO-A-103-03794-00006
 Standard, Colonial, Grid Color = White, 3V1H
 Net Overall
 Line Item Notes:

Comment / Room:

None Assigned

Line Item #	Qty	Width x Height	UI	Description
2	1	35.5" X 40"	76	



A682-80 Series Left 35 1/2 x 40
 Frame Width = 35.5, Frame Height = 40
 Operation / Venting = Left
 NFS 1"
 Frame Color = White
 Double Glaze, SolarTherm Light, DS / DS
 Egress Hinges, SS Hardware
 Standard Screen, Boxed Screen
 U-Factor = 0.31, CR = 55, SHGC = 0.24, VT = 0.42, CPD
 = ASO-A-107-02066-00002
 Standard, Colonial, Grid Color = White, 2V3H
 Net Overall
 Line Item Notes:

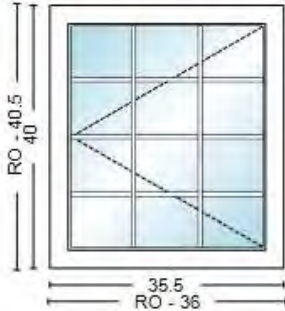
Comment / Room:

None Assigned

QUOTE #	RUSH	STATUS	PO#
1941593	No	None	

Line Item #	Qty	Width x Height	UI	Description
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3 1 35.5" X 40" 76



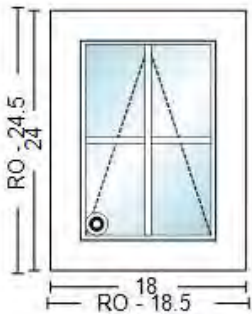
A682-80 Series Left 35 1/2 x 40
 Frame Width = 35.5, Frame Height = 40
 Operation / Venting = Left
 NFS 1"
 Frame Color = White
 Double Glaze, SolarTherm Light, DS / DS
 Egress Hinges, SS Hardware
 Standard Screen, Boxed Screen
 U-Factor = 0.31, CR = 55, SHGC = 0.24, VT = 0.42, CPD
 = ASO-A-107-02066-00002
 Standard, Colonial, Grid Color = White, 2V3H
 Net Overall
 Line Item Notes:

Comment / Room:

None Assigned

Line Item #	Qty	Width x Height	UI	Description
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4 1 18" X 24" 42



A681-80 Series Vent 18 x 24
 Frame Width = 18, Frame Height = 24
 Operation / Venting = Vent
 NFS 1"
 Frame Color = White
 Double Glaze, SolarTherm Light, Rain, DS / DS
 Standard Screen, Boxed Screen
 U-Factor = 0.32, CR = 51, SHGC = 0.24, VT = 0.42, CPD
 = ASO-A-108-02066-00002
 Standard, Colonial, Grid Color = White, 1V1H
 Net Overall
 Line Item Notes:

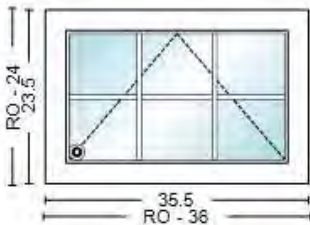
Comment / Room:

None Assigned

Line Item #	Qty	Width x Height	UI	Description
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5 1 35.5" X 23.5" 60

Overall Rough Opening: 36" X 24"



A681-80 Series Vent 35 1/2 x 23 1/2
 Frame Width = 35.5, Frame Height = 23.5
 Operation / Venting = Vent
 NFS 1"
 Frame Color = White
 Double Glaze, SolarTherm Light, Rain, DS / DS
 SS Hardware
 Standard Screen, Boxed Screen
 U-Factor = 0.32, CR = 51, SHGC = 0.24, VT = 0.42, CPD
 = ASO-A-108-02066-00002
 Standard, Colonial, Grid Color = White, 2V1H
 Rough Opening
 Line Item Notes:

Comment / Room:

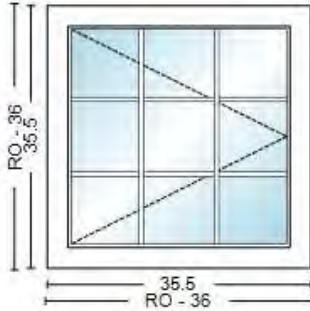
None Assigned

QUOTE #	RUSH	STATUS	PO#
1941593	No	None	

Line Item #	Qty	Width x Height	UI	Description
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6 1 35.5" X 35.5" 72

Overall Rough Opening: 36" X 36"



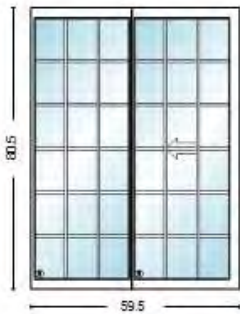
A682-80 Series Right 35 1/2 x 35 1/2
 Frame Width = 35.5, Frame Height = 35.5
 Operation / Venting = Right
 NFS 1"
 Frame Color = White
 Double Glaze, SolarTherm Light, DS / DS
 Egress Hinges, SS Hardware
 Standard Screen, Boxed Screen
 U-Factor = 0.31, CR = 55, SHGC = 0.24, VT = 0.42, CPD = ASO-A-107-02066-00002
 Standard, Colonial, Grid Color = White, 2V2H
 Rough Opening
 Line Item Notes:

Comment / Room:

None Assigned

Line Item #	Qty	Width x Height	UI	Description
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7 1 59.5" X 80.5" 141



A172-West Doors OX 59 1/2 x 80 1/2
 Call Width = 60, Call Height = 81, Frame Width = 59.5,
 Frame Height = 80.5
 Operation / Venting = OX
 NFS 1 3/8", ADA Door
 Frame Color = White
 Double Glaze, SolarTherm Light, Tempered, DS / DS
 Foot Lock, SS Rollers
 HD Screen, Boxed Screen
 U-Factor = 0.34, CR = 51, SHGC = 0.3, VT = 0.53, CPD = ASO-A-98-00906-00002
 Standard, Colonial, Grid Color = White, 2V5H
 Net Overall
 Line Item Notes:

Comment / Room:

None Assigned

QUOTE #	RUSH	STATUS	PO#
1941593	No	None	


ATTENTION

Total Unit Count	8
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Please note that all weights provided are estimates and subject to change based on actual order shipment.
 For Informational Purposes: All windows are viewed from the outside looking in.

NOTICE: The rating information provided on this quote is based upon the NFRC ratings at the time of quote. Such ratings are subject to changes in the standard by the applicable regulatory agencies and will be finalized at the time of manufacturing. All ratings printed on the NFRC label will supersede the NFRC rating set forth in the quote. Any changes made to an order after submission may also result in changes to the NFRC rating. Customer shall be solely responsible for determining whether the product ordered meets their jurisdiction's requirements.

In accordance with the state of California:

 WARNING: Cancer and Reproductive Harm - www.p65Warnings.ca.gov

This order is subject to AMI's Standard Terms and Conditions, which can be found here:
<http://www.associatedmaterials.com/Tools.html>

I have reviewed this order and certify that it is correct. I understand that this order is noncancellable, nonreturnable, and nonrefundable.

By _____ Authorized Representative

TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 060790

Fee \$ 15.00

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

CASE NO. 060790 ZONE: HR CODE: ACH APPLICATION DATE: 9/6/18

MICHAEL CLUTE 575.644.4153
 Name of Applicant/Owner Applicant's Telephone Number
PO Box M Mesilla NM 88046
 Applicant's/Owner's Mailing Address City State Zip Code
mickey.clute@gmail.com
 Applicant's/Owner's E-mail Address
SELF
 Contractor's Name & Address (if none, indicate Self)

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

Address of Proposed Work: 2186 CALLE DE GUADALUPE

Description of Proposed Work: REPLACE EXISTING WINDOWS - EXISTING ARE BRONZE
- NEW REPLACEMENT TO BE WHITE - SIMILAR TO THOSE USED
AT 2149 CALLE DE GUADALUPE

\$3,000 M. Clute 9/4/2018
 Estimated Cost Signature of Applicant Date

Signature of property owner if applicant is not the property owner: SEE ATTACHED FOR WINDOW SIZES

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 REVIEW 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: