



**PZHAC & BOT JOINT WORK SESSION
MINUTES
OCTOBER 16, 2017**

THE MESILLA BOARD OF TRUSTEES (BOT) AND THE MESILLA PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD A JOINT WORK SESSION, MONDAY, OCTOBER 16, 2017 AT 4:00 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.

Discussion and review of the draft Mesilla 2017 Comprehensive Plan Update.

**PZHAC WORK SESSION
MINUTES
OCTOBER 16, 2017**

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD A WORK SESSION, MONDAY, OCTOBER 16, 2017 AT 5:30 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.

Item 1: Submitted by Marie Molly Romalda Barth; a request to discuss plans to provide various improvements to a residential property at 2880 Calle Quintana. 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, explaining that the case had been postponed from the October 2, 2017 PZHAC meeting to enable the applicant to provide staff with a diagram of the proposed changes to the exterior of the structure. The diagram provided for this meeting consisted of a photograph showing a very similar dwelling with a wall that is identical to the one being proposed by the applicant. According to the applicant, the wall would be stuccoed and painted to match the existing dwelling. Renovations to the dwelling have been allowed in the past, and the proposed wall will match these renovations and will not alter the character or style of the structure.

The only other issue that was brought up was the potential for the proposed wall to interfere with the clear-sight-triangle for the driveway. According to the applicant, the corner of the wall at the driveway will be angled to allow for the required view of vehicles in the street or driveway. Since the intersection of Calle del Sur is only 60 feet from the driveway, the proposed cut-away should be adequate for traffic coming from the intersection. There was no further discussion.

Item 2: Submitted by William and Janice Cook; a request to discuss plans to construct an addition to an existing dwelling at 2750 Calle de Principal. 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, including a brief history of the structures involved and the fact that they are listed in the Historical Register for the Town. According to the applicant, the addition will be a dining room that will be built from adobe bricks produced on the site from soil on the site, and will be attached to the kitchen. The addition will be finished to match the rest of the structure.

Issues that were discussed were the architectural appropriateness of the addition for the area, and the overall finished height of the main part of the addition, which will be about 15 feet in height (the remainder of the structure, including the original portion, is about 10 to 12 feet in height). There was no further discussion.

**PZHAC REGULAR MEETING
MINUTES
OCTOBER 16, 2017**

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD ITS REGULARLY SCHEDULED MEETING MONDAY, OCTOBER 16, 2017 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. A quorum was present.

III. CHANGES/APPROVAL OF THE AGENDA

Staff requested Case 060638 (Sign permit for Hacienda de Mesilla) be heard before Case 060635 (Building permit for a parking area for Hacienda de Mesilla) since the signs will be part of the construction of the parking area. Commissioner Lucero made a motion to amend the agenda accordingly, seconded by Commissioner Prieto, 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 Consent Agenda. Commissioner Lucero made a motion to approve the Consent Agenda, seconded by Commissioner Prieto, and approved by a vote of 4 – 0.

A. *PZHAC MINUTES – Meeting minutes of October 2, 2017.

Approved as part of the Consent Agenda.

V. PZHAC NEW BUSINESS:

A. PUBLIC INPUT ON CASES

Susan Krueger (resident, former Town employee)

Questioned whether the PZHAC actually reviewed new structures for compliance with the Yguado Plan. She mentioned that there is a formal process, with a checklist, that they should be going through for each case.

B. CASES:

Building Permits

- 1. Case 060635** – Properties immediately south of 1891 Avenida de Mesilla, submitted by Tom Hutchinson for “Hacienda de Mesilla” ; a request for a building permit to allow construction of an entrance and parking area on the three properties immediately to the south of Hacienda de Mesilla. Zoned: General Commercial (C).

This case was originally heard at the October 2, 2017 PZHAC meeting, but was postponed in order to allow the applicant to address issues related to lighting and signage. It was also determined at the earlier meeting that the applicant would need to provide a drainage plan to CID for review and approval by CID.

Since the signs are going to be part of the construction of the parking area, the agenda was changed to allow the sign permit request to be heard before the building permit request. The signage issues have been addressed as part of the applicant’s sign permit request (Case 060638) below, and the sign permit was approved.

In order to address the light issues with respect to compliance with the Code, the applicant was given a copy of the Lighting Code and a copy of the “Outdoor Lighting Certification of Compliance” to be signed by the applicant or his engineer. This places the burden of review on the applicant to ensure that the lighting of the parking area meets the requirements of the Town’s Lighting Code.

There were no further issues.

Commissioner Lucero made a motion to approve the request with the following conditions:

- a. The applicant provide a signed copy of the “Outdoor Lighting Certification of Compliance” with his building plans; and*
- b. That the applicant provide a Drainage Plan to CID for approval with his building plans.*

This was seconded by Commissioner Prieto and approved by a vote of 4 – 0.

2. **Case 060636** – 2880 Calle Quinta, submitted by Marie Molly Romalda Barth; a request for a building permit to allow the various improvements to a residential property at this address. Zoned: Historical Residential (HR). **(Discussed during Work Session – Item 1)**
Staff stated that this request had been discussed during the Work Session, and gave a brief review of what was discussed. It was determined that the proposed window and wall would be architecturally appropriate for the site and the area. The PZHAC also determined that the proposed wall with the angled corner would provide an adequate view of traffic from Calle del Sur. Commissioner Lucero made a motion to approve the request, seconded by Commissioner Prieto, and approved by a vote of 4 – 0.
3. **Case 060639** – 2750 Calle Principal, submitted by Classic New Mexico Homes for William and Janice Cook; a request for a building permit to allow construction of an addition to an existing dwelling at this address. Zoned: Historical Residential (HR). **(Discussed during Work Session – Item 2)]**
Staff stated that this request had been discussed during the Work Session, and gave a brief review of what was discussed. It was determined that the proposed addition would be architecturally appropriate for the site and the area. The PZHAC also determined from the elevations provided and the heights of other structures in the immediate area that the proposed height of 15 feet will be acceptable for the structure. Commissioner Prieto made a motion to approve the request, seconded by Commissioner Lucero, and approved by a vote of 4 – 0.

Sign Permits:

4. **Case 060638** – submitted by Tom Hutchinson for “Hacienda de Mesilla” ; a request for a building permit to allow the installation of two signs on properties immediately to the south of 1891 Avenida de Mesilla (Hacienda de Mesilla). Zoned: General Commercial (C).
Due to the fact that the proposed signs will be included in the construction of the parking area in building permit 060634, the Agenda was amended to allow this case to be heard first.

Staff provided a brief description of the request, including the fact that this case was originally heard at the October 2, 2017 PZHAC meeting and postponed to allow the applicant to clarify certain issues that were brought up at that meeting.

It was determined by the PZHAC that the proposed sign by the intersection of Avenida de Mesilla and Tierra de Mesilla meets the requirements for a Freestanding sign as defined by the Code. Since a Freestanding sign is allowed in addition to other signs allowed on the property, this sign will not affect the limit to the number of signs allowed. At 12 feet in height, the sign will also be under the 15 foot height limit imposed by the Code.

The other sign requested is to be located between the entrance to the Hacienda de Mesilla and the parking area. This was considered a wall sign, since it will meet the requirements of the Code for a wall sign, including being under the 25 square foot size limitation imposed by the Code.

In order to meet the limit to the number of signs allowed by the Code for a business, the applicant has agreed to remove a sign that that is mounted across the rear of the building. The sign across the front of the structure was allowed to remain, as it would be one of the two signs allowed for the business.

Commissioner Lucero made a motion to approve the request, seconded by Commissioner Prieto, and approved by a vote of 4 – 0.

VI. PUBLIC COMMENTS

Susan Krueger (resident, former Town employee)

Asked the Commission if they had a copy of the Yguado plan (Commission Chair stated they do)and if they were familiar with it. She referenced the new carport on Calle del Norte and stated that she has not had a chance to review the plans for the carport yet, but it does not appear that the structure matches the house. She does not feel that “development zones” are being properly addressed.

VII. PZHAC/STAFF COMMENTS - None

VIII. ADJOURNMENT – *The meeting was adjourned at 6:13 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 10/12/17 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.