

Town of Mesilla, New Mexico

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION
(PZHAC) WORK SESSION AT THE MESILLA TOWN HALL,
2231 AVENIDA DE MESILLA.
MONDAY- JULY 15, 2024, AT 5:00 PM
MINUTES

ATTENDEES

COMMISSIONERS

CHAIRPERSON LUCERO
ERIC GALLEGOS
ERIC WALKINSHAW
LORI MILLER

STAFF

EDDIE SALAZAR - COMMUNITY DEVELOPMENT COORDINATOR (CDC)
THOMAS MAESE - CID CHIEF INSPECTOR

PUBLIC

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|---------------|----------------------|
| SUSAN KRUEGER | MAIA BACA |
| JESUS LOPEZ | MORGAN SWITZER |
| ANDREA BRYAN | MARSHALL MCGINLEY |
| GREG LESTER | TIFFANY HAGGARD |
| DASA BAUSOVA | CATHERINE WALKINSHAW |

WORK SESSION – Robert’s Rules of Order.

Training will be on how to conduct a meeting using Robert’s Rules of Order. -by Mayor Hernandez.

Mayor Hernandez-

Discussion on alternate commissioners. Chair needs to assign alternate commissioners at the beginning of meeting before quorum. Alternate commissioner will participate in discussion but not able to vote unless there is a commissioner that is absent.

If there is no quorum, meeting can still be held, just won’t be able to vote on any action items. Items such as public comment, staff/commissioner comments.

If chairperson and vice-chair are absent, secretary will conduct meeting. If secretary is also absent, present commissioners will elect one amongst themselves to conduct the meeting that night only.

Most importantly, all meetings should be consistent.

Rolling quorum outside of a meeting setting. In public physical contact, group message, group email, etc with 3 commissioners or more is considered a rolling quorum.

Notices for public meetings/hearings need to be posted 72 hours before meeting and in assigned areas when approved at the beginning of the year through resolution.

As per Open Meeting Act, notice requirements are only agenda and minutes, not packets.

Close session is available for PZHAC but needs to be listed on the agenda.

Special meetings can be any day or time just needs to have a 72-hour notice.

Discussion on what a consent agenda is and how to remove an item from the consent agenda to put as an action item.

Chair should be recognized first before any discussion whether from staff, commissioners or public.

Chairperson Lucero

What conditions do the BOT have to meet to override our recommendation on cases that are appealed?

Mayor Hernandez

Board of Trustees have final decision and take recommendations from the commission but also need to consider other factors that are not within the code. Trustees can also interpret the code differently. PZHAC should not take offense if appeal is overturned.

**THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION
(PZHAC) REGULAR MEETING AT THE MESILLA TOWN HALL,
2231 AVENIDA DE MESILLA.
MONDAY- JULY 15, 2024, AT 6:00 PM**

- 1. PLEDGE OF ALLEGIANCE**
- 2. INTRODUCTION OF NEW COMMISSIONER(S)**
- 3. ROLL CALL AND DETERMINATION OF A QUORUM**

Chairperson Lucero - present

Eric Gallegos - present

Eric Walkinshaw - present

Lori Miller - present

Davie Salas - absent

Martha Mulvihill – absent

Quorum 4 of 5

- 4. CHANGES / APPROVAL OF AGENDA**

1st motion by Commissioner Gallegos

2nd motion by Commissioner Walkinshaw

Approved 4-0.

- 5. PUBLIC INPUT**

The public is invited to address the commission regarding items listed on the agenda as allowed by the chair. You can also email your comments to clerktreasurer@mesillanm.gov at least seventy-two (72) hours prior to the meeting.

No Discussion

- 6. APPROVAL OF CONSENT AGENDA**

**Note: Items on the Consent Agenda, indicated by an asterisk (*), will be voted on with one motion unless a commissioner requests that a specific item be removed for discussion.*

a. PZHAC MINUTES: *JULY 8, 2024, Work Session Minutes

b. PZHAC MINUTES: *JULY 8, 2024, Regular Meeting Minutes

- c. ***TEMP SIGN #061860** – 2310 Avenida de Mesilla, submitted by NM Vintage Wines. Requesting approval to place a temporary sign at their new relocated business. Sign would be a banner 3' x 5'. ZONE: Historic Commercial (HC).
- d. ***SIGN CASE #061864** – 2310 Avenida de Mesilla, submitted by NM Vintage Wines. Requesting approval to place a free-standing sign on her newly relocated business location. ZONE: Historical Commercial (HC).
- e. ***BUSINESS LICENSE #1252** – 5585 Red Wolf, Las Cruces NM. Front Line Contractors seeking approval to conduct business within the town of Mesilla. (Outside Mesilla)

1st motion by Commissioner Gallegos

2nd motion by Commissioner Walkinshaw

No discussion

Approved 4-0.

7. ACTION AND CONSIDERATION

- a. **PZHAC CASE #061853** – 2030 Calle de Parian, submitted by Flippin Vintage. Requesting approval to install hanging sign at her newly approved business location. Case being re-reviewed due to wrong location. ZONE: Historical Commercial (HC).

1st motion by Commissioner Miller

2nd motion by Commissioner Gallegos

Approved 4-0 to amend previously approved vote for a wall sign to a projecting sign with the condition the projecting sign is not installed on the second floor of the building and needs to have 7 ft clearance minimum measuring from the bottom of sign.

- b. **PZHAC CASE #061858** – 1970 Calle Pacana, submitted by Andrea Scheider. Requesting approval to build a swimming pool at her property.

1st motion by Commissioner Walkinshaw

2nd motion by Commissioner Gallegos

Approved, 4-0.

- c. **PZHAC CASE #061862** – 2525 Calle de Parian, submitted by Renne Beltran. Requesting approval to resume solar panel installation, expired approved permit 061503. Previous installation company did not finish work. ZONE: Historic Residential (HR).

1st motion by Commissioner Gallegos

2nd motion by Commissioner Walkinshaw

Approved, 4-0.

8. COMMISSIONERS / STAFF COMMENTS

Chairperson Lucero

Encouraged new commissioners to read and learn the code. She requested a work session on Historical Appropriateness Permit process.

Commissioner Walkinshaw

Asked about ex parte and to what extent can a response be to a concerned resident regarding a case. CDC Salazar recommended to refer them to him for any questions, comments or concerns.

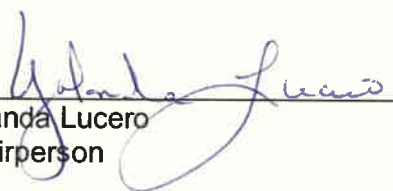
Inspector Maese

Reviewed the local inspections he has made throughout Mesilla and asked how long permits are issued, 6 months or 1 year. Permits are issued for one year.


Requested it be customary for Mesilla issue a letter of "No permit Necessary" to applicants for the purpose to turn into CID when CID does require a permit.

9. ADJOURNMENT

Meeting adjourned at 6:53pm


Yolanda Lucero
Chairperson

ATTEST:


Gloria Maya
Town Clerk/Treasurer

