



**PZHAC WORK SESSION
MINUTES
OCTOBER 3, 2016**

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD A WORK SESSION, MONDAY, OCTOBER 3, 2016 AT 5:40 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.

Item 1: Submitted by Arthur Fountain, a request to discuss a lot line adjustment for an existing lot line through a building at 2175 Calle de Parian (El Patio) and 2488 Calle de Principal. Zoned: Historical Commercial (HC). **(15 min.)**

Staff gave a brief description of the request, and Mr. Fountain explained where the current lot line runs through the building. According to Mr. Fountain, the surveyor responsible for laying out the current lot lines as part of an inheritance relied on prior survey information that did not accurately reflect additions to the structure. The purpose of the lot line adjustment is to correct some of the errors resulting from the original plat lines which ultimately resulted in a property line running through a business.

Item 2: Submitted by Leonard Gambrell and Lori Miller; a request to discuss plans for the installation of a four foot high decorative wrought iron style fence at the front and around a corner of a property at 2250 Calle de Picacho (Building Permit 060431). Zoned: Historic Residential (HR). **(15 min.)**

Ms. Miller gave a brief description of the request, and stated that since the fence consisted of metal uprights simulating a wrought iron fence, the result was that the fence was mostly open and did not block the clear-sight-triangle. The opinion of the PZHAC was that the ordinance clearly stated that no fences over three feet in height would be allowed in a clear-sight-triangle. There were no other issues.

**PZHAC REGULAR MEETING
MINUTES
OCTOBER 3, 2016**

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD ITS REGULARLY SCHEDULED MEETING MONDAY, OCTOBER 3, 2016 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 Chair Hernandez, and Commissioners Lucero, Prieto, and McLeod were present. A quorum was present.

III. CHANGES/APPROVAL OF THE AGENDA

Staff requested that PZHAC New Business Item 10 be removed from the agenda due to the fact that the applicant had not yet contacted staff to discuss the request, and that there were potential problems with the sign as proposed. Commissioner McLeod mad a motion to amend the agenda by removing Item 10 and approve the agenda as amended. The motion was seconded by Commissioner Prieto, and approved by a vote of 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 unless a Commissioner requests that a specific item be removed.*

Commissioner Prieto recused himself from the vote on the Consent Agenda due to the fact that he had a case on the Consent Agenda. Commissioner Lucero made a motion to approve the Consent Agenda, seconded by Commissioner McLeod, and approved by a vote of 3-0. (Chair Hernandez voted in order to provide a quorum.)

A. *PZHAC MINUTES – PZHAC Meeting Minutes of September 19, 2016

Approved as part of the Consent Agenda.

B. *ADMINISTRATIVE APPROVALS:

1. **Case 060396** – 3260 Avenida de Mesilla, submitted by Roman Prieto; a request for a building permit to reroof a dwelling at this address. Zoned: Rural Farm (RF)
Approved as part of the Consent Agenda.
2. **Case 060429** - 2325 Calle de Cura, submitted by Isaac Orona; a request for a building permit to reroof a dwelling at this address. Zoned: Historic Residential (HR).
Approved as part of the Consent Agenda.
3. **Case 060434** – 337 Capri Arc, submitted by Jose Luis Estrada; a request for a building permit to reroof a dwelling at this address. Zoned: Single Family, One Acre (R-1).
Approved as part of the Consent Agenda.
4. **Case 060436** – 1000 W. University, submitted by DJ Walker Construction for Catherine Martinez; a request for a building permit to reroof a dwelling at this address. Zoned: Single Family, One Acre (R-1).
Approved as part of the Consent Agenda.
5. **Case 060437** – 321 Capri Arc, submitted by Michael Nolan; a request for a building permit to reroof a dwelling at this address. Zoned: Single Family, One Acre (R-1).
Approved as part of the Consent Agenda.
6. **Case 060438** – 218 Capri Rd., submitted by Allstate Roofing for Sharon J. Clarke; a request for a building permit to reroof a dwelling at this address. Zoned: Single Family, One Acre (R-1).
Approved as part of the Consent Agenda.
7. **Case 060439** - 2965 Calle de Guadalupe, submitted by Erineo Montoya; a request for a building permit to allow a sliding glass patio door to be replaced on a dwelling at this address. Zoned: Residential/Agricultural (RA).
Approved as part of the Consent Agenda.
8. **Case 060440** – 3321 Gandy Lane, submitted by Jacob Garland; a request for a building permit to allow windows to be replaced on a dwelling at this address. Zoned: Residential/Agricultural (RA).
Approved as part of the Consent Agenda

V. PZHAC NEW BUSINESS:

A. PUBLIC INPUT ON CASES

B. CASES:

Decisions/Building Permits

1. **Work Session Item** - Lot line adjustment between 2175 Calle de Parian (El Patio) and 2488 Calle de Principal. The PZHAC will make a determination as to what the applicant will need to provide in order complete a lot line adjustment between the two properties.
There was some concern that the addresses used in the agenda were not the correct addresses for the properties. A motion was made by Commissioner McLeod that the applicant proceed with the Summary Subdivision process with the conditions that the addresses used in the subdivision are verified and correct.
2. **Case 060403** – 2392 Calle de Parian, submitted by Yolanda Lucero; a request for a building permit to allow an addition to a small storage unit at this location. Zoned: Historical Residential (HR).
Commissioner Lucero recused herself from voting on this case due to the fact that she had submitted this case. Staff provided a brief summary of the request. There were no issues.

Commissioner Prieto made a motion to recommend approval of the request to the BOT, seconded by Commissioner McLeod, and approved by a vote of 3 – 0. (Chair Hernandez voted in order to provide a quorum.)

3. **Case 060430** – 2202 Calle de Picacho, submitted by Robert Taylor; a request for a building permit to allow construction of a 4’ by 8’ well house at the rear of the property at this address. Zoned: Historical Residential (HR).
Staff provided a brief summary of the request. There were no issues. Commissioner McLeod made a motion to recommend approval of the request to the BOT, seconded by Commissioner Prieto, and approved by a vote of 3 – 0.
4. **Case 060431** – 2250 Calle de Picacho, submitted by Leonard Gambrell and Lori Miller; a request for a building permit to allow a four foot high decorative wrought iron style fence at the front and around a corner of a property at this address. Zoned: Historic Residential (HR).
Staff provided a brief summary of the request. There were no issues. Commissioner McLeod made a motion to recommend approval of the request to the BOT, seconded by Commissioner Prieto, and approved by a vote of 3 – 0 with the condition that the applicant meet the “Clear-sight-triangle” requirements of the Code and provide a diagram of the final fence, to be filed with the permit.
5. **Case 060433** – 2630 Calle de Santiago, submitted by Jose A. Gallegos; a request for a building permit to allow construction of a two foot high rock wall along the west edge of the property. Zoned: Historic Residential (HR).
Staff provided a brief summary of the request. There was a questions as to the low value of the fence provided by the applicant on the Building Permit Form. Staff replied that there was no system in place at this time to question or verify figures provided by the applicants. Commissioner McLeod made a motion to recommend approval of the request to the BOT, seconded by Commissioner Prieto, and approved by a vote of 3 – 0.
6. **Case 060435** – 2958 La Mesilla Circle, submitted by Bob Hamilton and Kathleen Foreman; a request for a building permit to remove and replace an existing carport with a larger carport at this address. Zoned: Historical Residential (HR).
Staff provided a brief summary of the request. There were no issues. Commissioner McLeod made a motion to recommend approval of the request to the BOT, seconded by Commissioner Prieto, and approved by a vote of 3 – 0.
7. **Case 060441** – 3200 McDowell Road, submitted by Ron C. Nims; a request for a building permit to construct a 140 square foot addition to a dwelling at this address. Zoned: Single Family, One Acre (R-1).
Staff provided a brief summary of the request. There were no issues. Commissioner Prieto made a motion to recommend approval of the request to the BOT, seconded by Commissioner McLeod, and approved by a vote of 3 – 0.

Business Permits:

8. 1740 Calle de Mercado-Unit 6, submitted by Carol Carnes for “Mesilla Valley Center for Spiritual Living”; a request for a business registration to operate an office at this location. Zoned: General Commercial (C).
Staff provided a brief summary of the request. Commissioner Prieto made a motion to approve the request, seconded by Commissioner McLeod, and approved by a vote of 3–0.
9. 1701 Calle de Mercado-Unit 1, submitted by Beth Johnson for “Sunflower Promotional Products”; a request for a business registration to operate a business distributing promotional products from this location. (There is also a real estate office at this location.) Zoned: General Commercial (C).
Staff provided a brief summary of the request. Commissioner McLeod made a motion to approve the request, seconded by Commissioner Prieto, and approved by a vote of 3–0.

Sign Permits:

10. **Case 060442** – 1701 Calle de Mercado-Unit 1, submitted by Beth Johnson for “Sunflower Promotional Products”; a request for a sign permit to install a sign on the office at this address. Zoned: General Commercial (C).
This case was removed from the agenda.

VI. PUBLIC COMMENTS - *None*

VII. PZHAC/STAFF COMMENTS

- 1. Code books might be ready by next meeting.*
- 2. City of Sunland Park will hold PZ Training seminar with Van Vleck on Sat, Oct. 15*

VIII. ADJOURNMENT – *The meeting was adjourned at 7:42 pm.*