



**PZHAC WORK SESSION
AGENDA
SEPTEMBER 19, 2016**

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD A WORK SESSION, MONDAY, SEPTEMBER 19, 2016 AT 5:30 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.

SUP15-001 - Submitted by Roxanna Gates for the “Roundtable Children’s Academy Daycare and Preschool”, a request to discuss an extension of the Special Use Permit (SUP) for the School, located at 1750 Avenida de Mercado. (The PZHAC will vote on the extension of the SUP during the Regular Meeting.) Zoned: General Commercial (C). (30 min.)

The owner of the daycare operation was present to provide information about the request and to answer any questions about the extension. She provided a brief description of the work that had been done and what was still necessary. Staff explained that there have been no changes to the area or to the proposed operation that would negatively affect a decision to allow the applicant to complete the requirements necessary to begin operations, and continue here for the three years requested. Staff also explained that there were two other similar operations (Las Cruces Academy and Acton Academy) that had been approved for three years. Additionally, the proposed day care operation would not impact liquor licenses in the area, since it is not a school.

There was a question as to the scope of the Certificate of Occupancy that had been issued to the applicant from CID. Tom Maese, inspector for CID, was present and stated that he would work with the applicant to resolve any issues and questions arising from the issued certificate.

**PZHAC REGULAR MEETING
AGENDA
SEPTEMBER 19, 2016**

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD ITS REGULARLY SCHEDULED MEETING MONDAY, SEPTEMBER 19, 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

Commission Chair Hernandez was absent, and there is still one vacancy on the PZHAC. Commissioners Lucero, McLeod and Prieto were present, and it was determined that there was a quorum. Commissioner Lucero assumed the role of acting chair.

III. CHANGES/APPROVAL OF THE AGENDA

Commissioner Prieto recommended removing Cases 060396(Prieto) and 060403(Lucero) from the agenda since there would not be a quorum once the two commissioners involved with these cases recused themselves from voting on the cases. Commissioner McLeod made a motion to remove the two cases, seconded by Commissioner Prieto, and the agenda was amended 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 McLeod made a motion to approve the Consent Agenda as amended, seconded by Commissioner Prieto, and approved by a vote of 3-0.

A. *PZHAC MINUTES – PZHAC Meeting Minutes of September 6, 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)
Removed from the agenda.
2. **Case 060419** – 3041 Mesilla Verde Terrace, submitted by William Keith Blazer; a request for a building permit to allow site work to be done in preparation for construction of a site built dwelling at this address. Zoned: Rural Farm (RF).
Approved as part of the Consent Agenda.
3. **Case 060420** – 2316 Calle de Colon, submitted by Steve Martinez; a request for a building permit to complete covering the wall of a garage at this address. Zoned: Historical Residential (HR).
Approved as part of the Consent Agenda.
4. **Case 060421** – 2144 Calle de Principal, submitted by Alan Arvin; a request for a building permit to repair and recoat the stucco a dwelling at this address. Zoned: Historical Residential (HR).
Approved as part of the Consent Agenda.
5. **Case 060426** – 2271 Calle de Santa Ana, requested by Margaret Pena; a request for a building permit to allow the installation of a cement footing for a concrete block wall along the rear property line at this address. Zoned: Historic Residential (HR).
Approved as part of the Consent Agenda.

V. PZHAC NEW BUSINESS:

A. PUBLIC INPUT ON CASES

B. CASES:

Decisions/Building Permits

1. **SUP15-001** - Submitted by Roxanna Gates for the “Roundtable Children’s Academy Daycare”, a request for an extension of three years for Special Use Permit SUP15-001 for the daycare operation located at 1750 Avenida de Mercado. Zoned General Commercial (C).
There were no issues or problems, and it was determined that there had been no changes in the area or the proposed operation that would create a reason for denial of the request. Commissioner McLeod made a motion to recommend extending the SUP for a period of three years with the condition that the applicant provide a Certificate of Occupancy from CID for the structure. The motion was seconded by Commissioner Prieto, and approved by a vote of 3-0.
2. **Case 060403** – 2392 Calle de Parian, submitted by Yolanda Lucero; a building permit to allow an addition to a small storage unit at this location. Zoned: Historical Residential (HR).
Removed from the agenda.
3. **Case 060427** - 3041 Mesilla Verde Terrace, submitted by William Keith Blazer; a request for a building permit to allow construction of a dwelling and a wall around the property at this address. Zoned: Rural Farm (RF).
There were no issues. Commissioner McLeod mad 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 060428** – 2271 Calle de Santa Ana, requested by Margaret Pena; a request for a building permit to allow the construction of a concrete block wall along the rear property line at this address. Zoned: Historic Residential (HR).
There were no issues. Commissioner McLeod mad a motion to recommend approval of the request to the BOT, seconded by Commissioner Prieto, and approved by a vote of 3-0.

Summary Subdivision:

5. Case SD16-001 - Submitted by Anna Biad, a request for an amendment to a summary subdivision that was approved June 6, 2016 that relocated the lot line at the north side of the properties involved in SUP16-001 at 1730 Tierra de Mesilla. Zoned: General Commercial (C).

Staff provided a brief description of the case, explain that the case had been heard and approved by the PZHAC at their previous meeting on September 6, but that Staff had not placed signs on the property as required by code for Summary Subdivisions. As a result, the case is now being brought before the PZHAC again, but after having signs posted on the property.

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.

VI. PUBLIC COMMENTS - None

VII. PZHAC/STAFF COMMENTS

Mayor Barazza announced that the City of Sunland Park was hosting a Planning Commission training seminar to be put on by the NM Municipal League on Saturday, October 15, and the PZHAC was invited to attend. She stated the mayor of Sunland Park will provide more information in the future, and that this will be passed on to the PZHAC.

VIII. ADJOURNMENT - The meeting was adjourned at 6:31 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 9/13/16 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, Ristramn Chile Co., 2531 Avenida de Mesilla and the U.S. Post Office 2253 Calle de Parian.