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Mayor

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Mayor Pro Tem



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Trustee

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Trustee

Linda L. Flores
Trustee

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD A WORK SESSION ON TUESDAY, APRIL 2, 2013, AT 5:30 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.

1. Case 012168- 2301 San Albino, Business: Girasol/ Applicant: Bette Cutbirth, a building permit application for three canopies. Zone: Historic-Commercial (HC).
The applicants presented their case and stated that they need the canopies in order to operate their business. Dr. Murphy and Ms. Bette Cutbirth were both present. Because her business is so small, she does her flower arrangements outside as well as other bigger items that cannot fit inside of her shop. She utilizes the canopies to shield her products from the sun. Dr. Seifert explained about Historic Preservation in the Historic Commercial zone also known as the "development zone." The applicants stated they are intending to put up a more permanent structure in the future and asked that the Board take that into consideration and give them time to prepare a new application with Community Development in order to construct such structure. Dr. Seifert stated that the board utilizes the YGUADO Plan and the Master Plan as well as the Town Code in order to guide the Board's decisions. The applicants requested a copy of these plans. Staff stated they would work with them so they can review those plans.

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION (PZHAC) WILL HOLD A REGULAR MEETING ON TUESDAY, APRIL 2, 2013, AT 6:00 P.M. IN THE BOARD ROOM OF THE MESILLA TOWN HALL, 2231 AVENIDA DE MESILLA.

1. PLEDGE OF ALLEGIANCE- 6:05 PM

2. ROLL CALL AND DETERMINATION OF A QUORUM

Commissioner Contreras, Commissioner Hernandez and Dr. Seifert were in attendance. A quorum was present.

3. CHANGES TO THE AGENDA

4. ACCEPTANCE OF THE CONSENT AGENDA

Seeing no changes to the agenda, Dr. Seifert asked for a vote to accept the agenda. Commissioner Contreras made a motion, seconded by Commissioner Hernandez, and motion carried.

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.*

5. *PZHAC Minutes:

Regular Meeting Minutes of March 18, 2013.

6. PZHAC NEW BUSINESS:

Building Permit Requests:

- Case 012161 – 2591 Calle de Colon, Jose Castaveda, a building permit to construct a rock wall 6 ft. high by 118 ft. long. Zone: Historic-Residential (HR).
Staff presented the facts of the case. The proposed construction will be limited to six (6) feet high. The applicant had previously constructed a six (6) foot high rock wall along this same property. Commissioner Hernandez made a motion to approve; seconded by Commissioner Contreras. All in favor, and motion carried.
- Case 012163 – 2290 Calle de Parian, Ste. B, Felix Armijo, a building permit to paint the window sills on Plaza Don Felix, turquoise/blue. Zone: Historic-Commercial (HC).

Staff presented the facts of the case. The applicant proposes to change the color of his window sills so that they all match. Staff stated that since the applicant was changing the color of the window sills, she decided to present it to the board instead of administratively approve it. Commissioner Contreras thanked staff for bringing this case to the board and made a motion for approval; seconded by Commissioner Hernandez. All in favor, and motion carried.

- Case 012164 – 2212 Calle de San Albino, Patrick Esders, a building permit to construct a wooden fence approximately 6 ft., high. Zone: Historic-Residential (HR).
Staff presented the facts of the case. The applicant proposes to build a wooden fence approximately six (6) feet high around their property. Dr. Seifert stated that since the development zone indicates that there are other fences approximately the same height that this application could be approved. Commissioner Contreras made a motion to approve; seconded by Commissioner Hernandez. All in favor, and motion passed.
- Case 012165 – 2591 Calle de Parian, Jose Tarin and Joan Crowley McWalters, a building permit application to construct a porch on the north and east sides of the home. Zone: Historic-Residential (HR).
Staff presented the facts of the case. The applicant proposes to build a porch along the area as indicated on the plat provided. Drawings of the porch were included in the packet. Commissioner Contreras made a motion to accept; seconded by Commissioner Hernandez. All in favor and motion carried.
- Case 012168 – 2301 Calle de San Albino, Business: Girasol/ Applicant: Bette Cutbirth, a building permit application for three canopies. Zone: Historic-Commercial (HC).
Staff presented the facts of the case to the board. Staff restated items brought up during the work session. Staff then asked the board to set a time limit on said application for the applicant to then apply for a more permanent structure. Commissioner Contreras stated he would like to approve the application with the condition that the applicant apply for a more permanent structure within 180 days; seconded by Commissioner Hernandez. All in favor and motion carried.

Subdivision Requests:

*****For Review Only*****

- Case 012167 – 1368 Snow Road, Shannon Killingsworth, a subdivision application to move his property line to include his fence line. Zone: Rural Farm (RF).
Staff presented the facts of the case. The applicant proposes to move his property line a few feet to the east in order to include his pipe fence on his property. Staff asked the board to review the list of items as required for the Summary Subdivision Process and determine which applied to this case. The board chose the following:
 - B. Plats of survey with a metes and bounds description with a minimum scale of one inch equals 100 feet certified by a registered land surveyor in the state of New Mexico with accompanying land description will be a suitable means of description for the purposes of this chapter. Final approved plats shall be submitted on 18-inch by 24-inch reproducible mylar.
 - D. Disclosure statements will not be required unless specifically requested by the planning commission.Commissioner Contreras made a motion to approve that the board require both B and D of the applicant; seconded by Commissioner Hernandez. All in favor, and motion carried.

7. *ADMINISTRATIVE (CONSENT) APPROVALS:

- Case 012160 – 2379 Calle de Guadalupe, the Chocolate Lady, a building permit to reroof the awning in front of the store. Zone: Historic-Commercial (HC).
- Case 012162 – 2470 Calle de Guadalupe, La Mariposa/Art Fountain, a building permit to repair their wooden awning in front of the shop. Zone: Historic-Commercial (HC).
- Case 012166 – 2231 Calle de Santiago, Mary Helen Ratje, a building permit to replaster her home. Zone: Historic-Residential (HR).

8. PUBLIC COMMENTS- None

9. PZHAC/STAFF COMMENTS

Cynthia Stoechner-Hernandez, Community Development Coordinator, stated that she would be bringing more codes violation cases to the board for approval in the future. Commissioner Contreras stated that he appreciated Cynthia's hard work and consideration of the board when bringing items such as Case 012163 and case 012168 for approval. Dr. Seifert, with Commissioner Hernandez's agreement, thanked Ms. Stoechner-Hernandez for enforcing codes and stated that the board looks forward to seeing more cases.

10. NEXT REGULAR BOARD MEETING – MONDAY, APRIL 15, 2013

11. PZHAC ADJOURNMENT- 6:34

A motion was made by Commissioner Contreras to adjourn; seconded by Commissioner Hernandez. All in favor, and motion carried.

Dr. Kim Seifert, PZHAC Chair

Cynthia Stoechner-Hernandez, CDC