



Town of Mesilla, New Mexico

THE BOARD OF TRUSTEES AND THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION OF THE TOWN OF MESILLA WILL HOLD A WORK SESSION ON MONDAY, MARCH 22, 2021 AT 5:00 P.M., VIA TELECONFERENCE 1-346-248-7799, MEETING ID 983-7900-0389 PASSWORD 971704.

1. **DISCUSSION:** regarding draft ORDINANCE 2021-01: revisions to the Historic Residential Ordinance Chapter 18.35.

THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A REGULAR MEETING ON MONDAY, MARCH 22, 2021 AT 6:00 P.M., VIA TELECONFERENCE 1-346-248-7799, MEETING ID 983-7900-0389 PASSWORD 971704.

1. **PLEDGE OF ALLEGIANCE**
2. **ROLL CALL & DETERMINATION OF A QUORUM**
3. **CHANGES TO THE AGENDA & APPROVAL**
4. **PUBLIC INPUT** – The public is invited to address the Board for up to 3 minutes.
Public input in writing shall be received at cynthias-h@mesillanm.gov an hour before the meeting begins on the day of the meeting and will be read into the record. You will also be given an opportunity to speak during this time by pressing *9 while in the teleconference. You will be prompted when to begin speaking.
5. **STATEMENT REGARDING CLOSED SESSION AND ROLL CALL VOTE** – discussion during the closed session was limited to personnel matters in the Court pursuant to NMSA 1978 Chapter 10-15-1(H)(2) held March 12, 2021 at 9:30 a.m. – **Board of Trustees.**
6. **APPROVAL OF CONSENT AGENDA:** (The Board will be asked to approve by one motion the following items of recurring or routine business. The Consent Agenda is marked with an asterisk *)
 - a) ***BOT MINUTES** – Minutes of a Regular Meeting on March 8, 2021.
 - b) ***PZHAC Case 061170 w/conditions** – 1915 Calle Pacana, submitted by Charles and Marilyn McMurry; a request for a zoning permit to allow the construction of a rock wall around the residential property at this address. Zoned: Historic Residential (HR).
 - c) ***PZHAC Case 061171 w/conditions** – 2649 Calle del Sur, submitted by Paul Barraza; a request for a zoning permit to allow the applicant to enclose a car port on an existing dwelling at this address. Zoned: Historic Residential (HR).
 - d) ***PZHAC Case 061172** – 2445 Calle de Parian, submitted by Steve Delgado and Victoria Hernandez; a request for a summary subdivision to remove a lot line between two properties at the rear of a residential property at this address. Zoned: Historic Residential (HR).
 - e) ***PZHAC Case 061173 w/conditions** – 2445 Calle de Parian, submitted by Steve Delgado and Victoria Hernandez; a request for a zoning permit to allow the construction of a covered porch on the rear of a dwelling at this address. Zoned: Historic Residential (HR).
 - f) ***PZHAC Case 061174 w/conditions** – 2011 Avenida de Mesilla, submitted by Grady Oxford for “The Bean Café”; a request for a zoning permit to allow the applicant to replace the front doors on a coffee shop on a property at this address. Zoned Historic Commercial (HC).
 - g) ***PZHAC Case 061176 w/conditions** – 1305 Tierra de Mesilla, submitted by Blanca Huizar for “Casa Blanca; A request for a zoning permit to allow the applicant to construct a six-foot-high decorative iron fence around a commercial property at this address zoned General Commercial (C).
 - h) ***PZHAC Case 061177 w/conditions** – 2510 Calle de Parian, submitted by Stephan Carrasco, a request for a zoning permit to allow installation of two antique wood gates and a six-foot-high rock wall to be constructed along the west edge of a residential property at this address. Zoned: Historic Residential (HR)

- i) ***PZHAC Case 061179** – 2532 Calle de Cura, submitted by Ralph Lucero; a request for a zoning permit to allow a small shed on a residential property at this address. Zoned: Historic Residential (HR).
- j) ***PZHAC Case 061182** – 1717 Boutz Road, Apartments 3 & 4, submitted by John Wright; a request for a zoning permit to allow the applicant to repair and repaint the exterior stucco and close off two exterior doors on two apartments at this address. Zoned Historic Residential (HR).
- k) ***PZHAC Case 061184** – 2309 #3 Calle de Santiago, submitted by Jennifer Tyson for “Co-Lab Artisans Loft”; a request for a sign permit to allow the applicant to install an on-premises directory sign on part of a commercial property on which the store is located. Zoned Historic Commercial (HC).

7. NEW BUSINESS:

****A public hearing must be held with item A****

- a) **First reading and Public Hearing of Ordinance 2021-01:** revisions to the Historic Residential Ordinance 18.35. – **Board of Trustees.**
- b) **For Approval:** An agreement with Las Cruces Public Schools for a School Resource Officer (SRO) and a Community Services Officer (CSO) beginning March 17, 2021 and ending May 26, 2021. – **Edward Lerma, Marshal.**

8. BOARD OF TRUSTEE COMMITTEE REPORTS

9. BOARD OF TRUSTEE/STAFF COMMENTS

10. ADJOURNMENT

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 one week prior to the meeting. The Mayor and Trustees request that all cell phones be turned off or set to vibrate. A copy of the agenda packet can be found online at www.mesillanm.gov.

Posted 03/17/2021 removed and reposted on 3/18/2021 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.

Ordinance 2021-01: Chapter 18.35

H-R – HISTORICAL RESIDENTIAL ZONE

Be it ordained by the Town of Mesilla that:

Section 1:

Sections:

- 18.35.010 Purpose.
- 18.35.020 Uses permitted.
- 18.35.030 Exterior appearance.
- 18.35.040 Development standards.

18.35.010 Purpose.

The purpose of this zone is to provide for the protection of those residential sections of the town that are worth preserving because of historical, cultural and aesthetic or architectural interest. All remodeling or new structures must be compatible with established architectural styles and design elements as outlined in Chapter 18.33 MTC (Historic Preservation). [Ord. 2020-02 § 1; Ord. 94-06 § 1; prior code § 11-2-11.4.A]

18.35.020 Uses permitted.

Uses permitted in the H-R zone are as follows:

Single-family and multiple-family residences and related uses approved by the commission upon application and approval of a development plan in accordance with Chapter 18.33 MTC (Historic

Preservation), this chapter (H-R Historical Residential Zone) and the comprehensive land use ordinance for the town. [Ord. 2020-02 § 1; Ord. 94-06 § 1; prior code § 11-2-11.4.B]

18.35.030 Area requirements deemed met.

Any lot or building site shall meet the minimum area requirements when:

A. It existed as an entire lot, or as an entire parcel, for which either a deed was on record in the office of the county recorder or a bona fide contract of sale was in effect prior to the effective date of the ordinance codified in this section. 1972

B. It is legally subdivided after the effective date of the ordinance codified in this section 1972. [Ord. 94-06 § 1; prior code § 11-2-5.18]

18.35.030040 Exterior appearance.

An application for a permit which would authorize construction, modification, moving or destruction, use or function which would affect the exterior appearance of any structure or sign must first be reviewed and approved by the PZHAC for compliance with Chapter 18.33 MTC (Historic Preservation), and receive final approval by the board of trustees. [Ord. 2020-02 § 1; Ord. 94-06 § 1; prior code § 11-2-11.4.C]

18.35.50540 Development standards.

A. Lot Area. Each lot or parcel to be developed in the H-R zone shall have a minimum of 80 feet of frontage on a public street and a minimum of 8,000 square feet of area.

B. Population Density. When lots or parcels in the H-R zone are to be developed to single-family or multiple single-family dwellings, each lot or parcel shall have sufficient area to provide 8,000 square feet of area for each family unit to be built. The maximum number of dwellings allowed on any property shall be two (the main house and a casita, a shop, a storage shed, or a garage), providing density and parking requirements are met. A maximum of 40 percent impervious and

60 percent pervious shall be required unless otherwise noted by the development zone requirements of Chapter 18.33 MTC (Historic Preservation).

C. New Construction. New structures and modifications to existing structures may be built in this zone, providing the exterior appearance of the structure is approved by the PZHAC for compliance with Chapter 18.33 MTC (Historic Preservation) and the comprehensive land use ordinance for the town, with final approval by the BOT.

1. New structures on properties containing existing structures shall be architecturally similar to the principal dwelling or structure on the property and shall ~~not exceed the height or size of the principal dwelling or structure on the property~~ meet the requirements in 18.35.050 C (23).

2. If a property is undeveloped, any new structure shall be architecturally similar to the dwellings or structures in the development zone immediately adjacent to the property and shall not exceed 15 feet in height including parapet, whichever is lower. The height of chimneys is to meet building code, but not be higher than 17 feet.

~~3. Any structure within the Historic Residential Zone shall be architecturally similar to the dwellings or structures in the development zone immediately adjacent (a block radius as discussed in 18.33 MTC Historic Preservation) to the property and shall not exceed 15 feet in height including parapet. unless an applicant can prove that a majority of adjacent properties demonstrate a higher roof. The height of chimneys is to meet building code, but not be higher than 17 feet.~~

D. Yards. For all new buildings, front, side and rear yard must be at least seven feet from the property line.

1. Any repairs of structures that have been legally built on a property line or new construction of fences shall require a right-of-entry agreement signed by all property owners of all applicable properties for construction and maintenance that is recorded in Dona Ana County records and filed with the town clerk; and
2. This document must be acquired prior to planning, zoning, and historical appropriateness commission approval; and
3. This document shall be permanent and remain with all properties regardless of ownership; and
4. In the event that a mutual agreement cannot be acquired, the applicant may:
 - a. Meet the required setback of seven feet.

E. Utilities. All new installations of utility lines shall be underground unless a utility service provider demonstrates the inability to provide service. ~~— or A~~ a demonstrated hardship of inability to obtain easement from an adjacent property owner for an new installation from an existing pole. will be reviewed on a case by case basis.

F. Flagpole Lots (Existing). Lots substandard of 80-foot fronts:

1. Shall be limited to only one single-family home.
2. Must meet the height requirement in section (C)(2) of this section.

3. Must meet the size requirements in subsection (B) of this section. [Ord. 2020-02 § 1; Ord. 2006-03 § 1; Ord. 2004-7 § 6; Ord. 2001-04 § 2; Ord. 94-06 § 1; Ord. 92-07 § 1; prior code §§ 11-2-11.4.D – 11-2-11.4.G. Formerly 18.35.070]

SECTION 2. Repealer

All ordinances or resolutions, or part therefore, inconsistent with this ordinance are hereby repealed to the extent only of such inconsistency. This repealer shall not be construed to revive any ordinance or resolution.

SECTION 3. Effective Date

This ordinance shall be in full force and effect, five (5) days after this approval, adoption and publication as provided by law.

PASSED, ADOPTED AND APPROVED this 12 day of April 2021.

Nora L. Barraza
Mayor
Town of Mesilla

ATTEST: _____

By: _____

Cynthia Stoehner-Hernandez
Clerk/Treasurer
Town of Mesilla

(seal)



**NOTICE OF PUBLIC HEARING &
INTENT TO RECOMMEND ADOPTION
OF ORDINANCE 2021-01:
REVISING CHAPTER 18.35
HISTORIC RESIDENTIAL ZONE**

The Board of Trustees (BOT) will hold a public hearing on **Monday, March 22, 2021 at 6:00 p.m. via teleconference 1-346-248-7799, MEETING ID 983-7900-0389 Password 971704 in compliance with current NM Public Health Orders.** The purpose of the hearing is to take public comments on the proposed ordinance **2021-01: REVISING CHAPTER 18.35 HISTORIC Residential ZONE.** Public comments may be submitted via email to cynthias-h@mesillanm.gov at least one hour prior to the meeting. The public will also be given an opportunity to speak at the meeting utilizing *9.

As part of their regularly scheduled meeting **via teleconference 1-346-248-7799, MEETING ID 983-7900-0389 Password 971704 in compliance with current NM Public Health Orders** on **Monday, April 12, 2021 at 6:00 p.m.**, the BOT will consider the adoption of ordinance **2020-02: REVISING CHAPTER 18.35 Historic Residential Zone.**

Copies of the proposed ordinance change can be found on the Town of Mesilla website AT www.mesillanm.gov or by calling (575) 524-3262. Public comments may be submitted via email to cynthias-h@mesillanm.gov at least an hour prior to the meeting. The public will also be given an opportunity to speak at the meeting utilizing *9.

Posted on 3/8/21 on 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.



Town of Mesilla, New Mexico

**BOARD OF TRUSTEES
TOWN OF MESILLA
REGULAR MEETING
MONDAY, MARCH 8, 2021
6:00 P.M.**

VIA TELECONFERENCE 1-346-248-7799, MEETING ID 983-7900-0389 PASSWORD 971704

TRUSTEES: Nora Barraza, Mayor
Stephanie Johnson-Burick, Mayor Pro Tem
Carlos Arzabal, Trustee (left meeting at 6:46 p.m.)
Jesus Caro, Trustee
Veronica Garcia, Trustee

STAFF: Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
Kevin Hoban, Fire Chief
Rod McGillivray, Public Works Director
Eddie Lerma, Marshal
Dorothy Sellers, Community Events Coordinator
Larry Shannon, Community Development Coordinator
Gloria Maya, Recorder

1. PLEDGE OF ALLEGIANCE

Mayor Barraza led the Pledge of Allegiance.

2. ROLL CALL & DETERMINATION OF A QUORUM

Roll Call.

Present: Mayor Barraza, Mayor Pro-Tem Johnson-Burick, Trustee Arzabal, Trustee Caro, Trustee Garcia.

Mayor Barraza held a Moment of Silence for those who have passed away.

3. CHANGES TO THE AGENDA & APPROVAL

Motion: To approve agenda, Moved by Mayor Pro Tem Johnson-Burick, Seconded by Trustee Arzabal.

Roll Call Vote: Motion passed (**summary:** Yes =4).

Mayor Pro-Tem Johnson-Burick Yes

Trustee Arzabal Yes

Trustee Caro Yes

Trustee Garcia Yes

4. PRESENTATIONS:

- a) **A proclamation-** declaring the month of March 2021 “Athletic Training Month” in the Town of Mesilla. – **Fyzical Las Cruces/Southwest Sport and Spine.**

Mr. Krentz read proclamation declaring the month of March 2021 “Athletic Training Month” in the Town of Mesilla.

5. **PUBLIC INPUT** – The public is invited to address the Board for up to 3 minutes.

Public input in writing shall be received at cynthias-h@mesillanm.gov an hour before the meeting begins on the day of the meeting and will be read into the record. You will also be given an opportunity to speak during this time by pressing *9 while in the teleconference. You will be prompted when to begin speaking.

No Public Input

6. **APPROVAL OF CONSENT AGENDA:** (The Board will be asked to approve by one motion the following items of recurring or routine business. The Consent Agenda is marked with an asterisk *)

Trustee Arzabal requested placing New Business item a under the consent agenda.

Motion: To approve consent agenda as amended, Moved by Mayor Pro Tem Johnson-Burick, Seconded by Trustee Arzabal.

Roll Call Vote: Motion passed (summary: Yes =4).

Mayor Pro-Tem Johnson-Burick Yes

Trustee Arzabal Yes

Trustee Caro Yes

Trustee Garcia Yes

- a) ***BOT MINUTES** – Minutes of a Joint Work Session & Regular Meeting on February 22, 2021. **Approved by consent agenda**
- b) ***PZHAC Case 061169** – 2445 Calle de Santa Ana, submitted by Jack and Lisa Kirby; a request for a zoning permit to allow the construction of a rock wall around the residential property at this address. Zoned: Historic Residential (HR). **Approved by consent agenda**

7. **NEW BUSINESS:**

- a) **A presentation and Public Input on Calle de Norte Phase II, – John Montoya, Molzen Corbin and Rod McGillivray, Public Works Director (added 3/5/21 at 12:16 p.m.)**

Mr. McGillivray gave an update on the status of the trail. The town does not want to lose the \$84,000 (with no match) it received for the project, so other options are being considered.

Mr. Montoya gave a presentation of the other options.

Motion: To close regular meeting and open Public Input, Moved by Trustee Arzabal, Seconded by Trustee Garcia.

Roll Call Vote: Motion passed (summary: Yes =4).

Mayor Pro-Tem Johnson-Burick Yes

Trustee Arzabal Yes

Trustee Caro Yes

Trustee Garcia Yes

Opened Public Input at 6:25 p.m.

Ms. Krueger stated it is better when trails connect to each other; option 4 is her preference.

Motion: To close Public Input and open regular meeting, Moved by Mayor Pro Tem Johnson-Burick, Seconded by Trustee Garcia.

Roll Call Vote: Motion passed (**summary:** Yes =4).

Mayor Pro-Tem Johnson-Burick Yes

Trustee Arzabal Yes

Trustee Caro Yes

Trustee Garcia Yes

Opened Regular Meeting at 6:28 p.m.

Mayor Barraza read Mr. Gary Esslinger's, EBID Treasurer/Manager, letter denying use of EBID property for trail use.

Trustee Garcia asked if this trail would connect to the University Avenue trail.

Mayor Barraza responded there are no options that would connect to the University Avenue trail.

Mr. McGillivray responded when EBID begins to allow trails on their property, the trail can then be continued on the Mesilla lateral.

Trustee Caro asked if warning lights will be installed. Recommended the area behind Town Hall to continue the trail. He is in support of the trail continuing on Calle del Norte, on the west side, to the river.

Mr. McGillivray responded that would be an inconsistent connection due to lack of space. The design team is considering lights, but they are not required.

Mr. Montoya responded flashers have been included in the budget; DOT will need to give us permission for installation.

Mayor Pro Tem Johnson-Burick stated she is concerned navigating a trail on Avenida de Mesilla due to the car traffic.

Mayor Barraza stated we do not want to lose the funding; board is in support of the last scenario. She asked Mr. McGillivray and Mr. Montoya to move forward.

- b) **For approval:** An agreement with Molzen Corbin to provide engineering services for the 2020-2021 LGRF project including design, bidding, and construction administration in the amount of \$7,840.00 without NMGRT. – **Rod McGillivray, Public Works Director. *Approved by consent agenda***

- c) **For Approval:** Permission for a water line extension in Raasaf Hills for Mr. Gilbert Chavez on Mesilla Hills Drive. – **Rod McGillivray, Public Works Director.**

Mr. McGillivray reviewed the request from Mr. Chavez to extend the water line. Mr. Chavez will pay the town an administrative fee and he will absorb the cost of running the line. The town will receive fees for each meter installed (8), and for safety issues a fire hydrant will be installed. He confirmed that residents outside of Mesilla pay higher utility rates and higher fees.

Motion: To approve permission for a water line extension in Raasaf Hills for Mr. Gilbert Chavez on Mesilla Hills Drive, Moved by Trustee Arzabal, Seconded by Mayor Pro Tem Johnson-Burick.

Roll Call Vote: Motion passed (**summary:** Yes =4).

Mayor Pro-Tem Johnson-Burick Yes

Trustee Arzabal Yes
Trustee Caro Yes
Trustee Garcia Yes

d) Resolution 2021-06: a resolution adopting the 2020 Dona Ana County Multi-Jurisdictional All Hazard Mitigation Plan. – **Rod McGillivray, Public Works Director.**

Mr. McGillivray stated this comes to the board every five years for adoption.

Fire Chief Hoban stated the final document will come forth until everyone has voted on their resolutions.

Motion: To approve Resolution 2021-06: a resolution adopting the 2020 Dona Ana County Multi-Jurisdictional All Hazard Mitigation Plan, Moved by Mayor Pro Tem Johnson-Burick, Seconded by Trustee Garcia.

Roll Call Vote: Motion passed (**summary:** Yes =3).

Mayor Pro-Tem Johnson-Burick Yes
Trustee Caro Yes
Trustee Garcia Yes

8. *STAFF REPORTS:

Community Development
Community Programs
Finance Department
Fire Department
Marshal's Department
Public Works Department

9. BOARD OF TRUSTEE COMMITTEE REPORTS

Mayor Pro Tem Johnson-Burick: MPO meeting April 14th

Trustee Garcia: same MPO Meeting.

10. BOARD OF TRUSTEE/STAFF COMMENTS

Marshal Lerma gave an update on the burglaries and arrests that have taken place.

Fire Chief Hoban stated Brush Truck delivery is behind schedule.

Mr. McGillivray stated fountains are being worked on, school lights are working, issues with dog poop at the parks especially Commemorative Park.

Mayor Barraza stated Mr. McGillivray will be posting signs asking residents to pick up after their pets. The rock wall that faces Commemorative Park has gates, so Ms. Stoehner-Hernandez recommended getting on the Mesilla Farms Homeowners agenda to address the issue.

Mr. McGillivray stated Ms. Toomey is working behind the scenes with him in addressing this issue.

Trustee Garcia stated Happy International Women's Day.

Trustee Caro stated he feels the town's hookup fees are high and suggested revisiting them. He thanked the Public Works for the quick response with some issues he noticed.

Mayor Barraza encourages everyone to register for the vaccine. She feels for the restaurants when we keep changing status from yellow to red and vice versa. People need to get tested even if they have no symptoms to bring us back to yellow status. The plaza was packed this weekend and mostly with people from Texas which is concerning. We will wait to see if our ICIP projects will be funded through capital outlay.

Board thanked the Marshal's Department for a job well done.

11. ADJOURNMENT

The Town of Mesilla Trustees unanimously agreed to adjourn the meeting. (Summary: Yes-4)

MEETING ADJOURNED AT 7:01 P.M.

APPROVED THIS 22nd DAY OF MARCH, 2021.

Nora L. Barraza
Mayor

ATTEST:

Cynthia Stoeher-Hernandez
Town Clerk/Treasurer

Draft

BOT ACTION FORM
BUILDING PERMIT 061170
[PZHAC REVIEW – 3/15/2021]
STAFF ANALYSIS

Item:

Case 061170 – 1915 Calle Pacana, submitted by Charles and Marilyn McMurry; a request for a zoning permit to allow the construction of a rock wall around the residential property at this address. Zoned: Historic Residential (HR)

Staff Analysis:

The applicant would like to build a rock wall around a residence that has been built on this property in the past year. The wall range in height from about two feet at the south end of the east property line to six feet in height at the rear property line on the north side of the property to five feet in height at the south end of the west property line (see attached site plan). The wall will be located just inside the rear property line, but a “Right-of-entry” form will still be required due to the proximity of the wall to the property line, The wall will connect with the southwest side of the dwelling. The wall will not extend past the front of the dwelling and will not affect the clear-sight-triangle of the driveway. This rock wall will be similar in style and color to other rock walls constructed on property lines in the area (see attached site plan for the proposed location of the walls).

This case was postponed at the March 1, 2021 PZHAC meeting in order to allow the applicant to address the issue of how the wall would cross a ten foot irrigation easement at the north side of the property. The applicant has responded by channeling the irrigation easement through a conduit under the wall on both sides of the property (see the attached drawing provided by an engineer for the applicant).

Estimated Cost: \$10,000.00

Consistency with the Code:

The PZHAC will need to determine that the proposed rock wall is consistent with the following sections of the Code:

18.06.110 Review of applications within Historical and General Commercial zones – Considerations.

- A. All applications for work in the Historical zones and Commercial zone (not subject to administrative approval) shall be reviewed by the planning, zoning and historical appropriateness commission. The commission shall determine whether the request involved will be appropriate for the purposes of this title. If the request shall be determined to be inappropriate, the board shall determine whether, owing to conditions especially affecting the building or structure involved, but not affecting the historical district generally, such application may be approved without substantial detriment to the public welfare and without substantial derogation of the intent and purposes of this title.
- B. In reviewing an application, the planning, zoning and historical appropriateness commission shall consider in addition to this chapter:
 - 1. The historical and literary value and significance of the site, building, or structure;
 - 2. The general design, arrangement, texture, material and color of the features, sign or billboard involved;
 - 3. The relation of such factors to similar factors or sites, buildings and structures in the immediate surroundings;
 - 4. The appropriateness of the size and shape of the building or structure in relation to:
 - a. The land area upon which the building or structure is situated;
 - b. The landscaping and planting features proposed by the applicant; and
 - c. The neighboring sites, buildings or structures within the historical district.
 - 5. The commission shall also consider the applicable zoning and other laws of the town.

8.33.060 Development zone.

A development zone defines the immediate physical vicinity to be used to identify the historic character of a particular area and includes the predominant architectural style and design standards of existing structures together with their setting.

- A. Function of the Development Zone. The function of the development zone is to provide for historically appropriate development within an existing historic district by setting standards for both new construction and alterations to existing structures.

The PZHAC will need to determine that the proposed wall will be consistent with other walls in the Town. The PZHAC will also need to determine that the request, as submitted, is consistent with all other sections of the **Building and Zoning Codes** that may be applied to this project.

PZHAC ACTION:

The PZHAC determined that the proposed walls will meet the requirements of the Code and voted 4 – 0 to recommend APPROVAL of the request to the BOT with the following CONDITION:

1. ***THE FOUNDATIONS OF THE WALLS SHALL BE LOW ENOUGH SO THAT NO IRRIGATION WATER WILL GET BELOW THE FOUNDATION.***

BOT OPTIONS:

- Approve the application as recommended by the PZHAC.
- Approve the application with conditions.
- Reject the application.

BOT ACTION:

Doña Ana County, NM

General Reference Maps

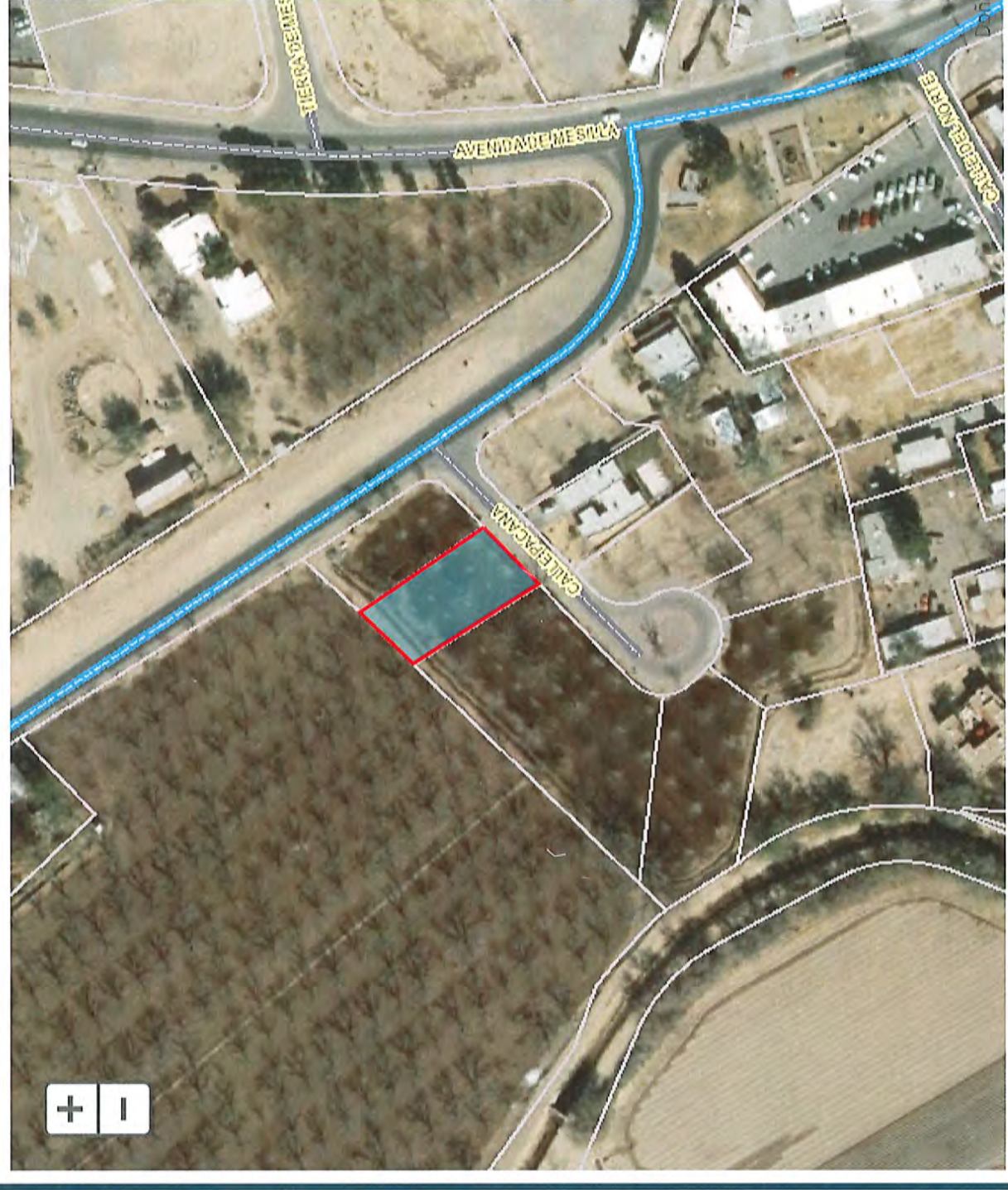
2014 Aerial | Addresses | County Address Points

Select Search Type: Account Number | Enter Value:

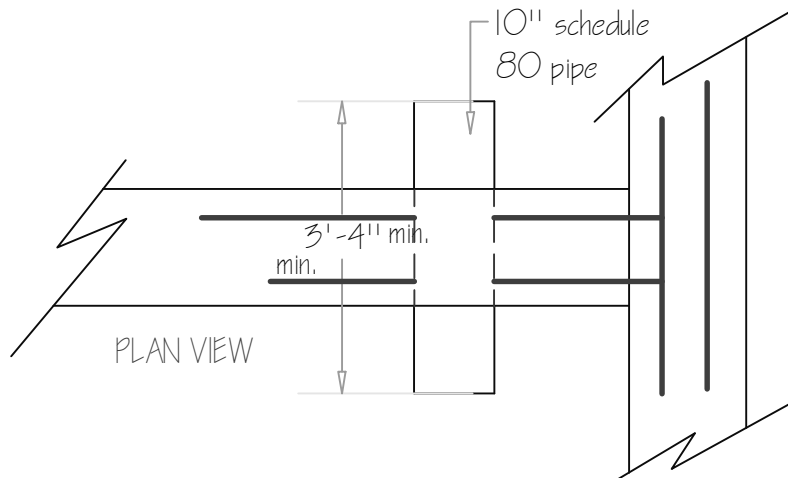
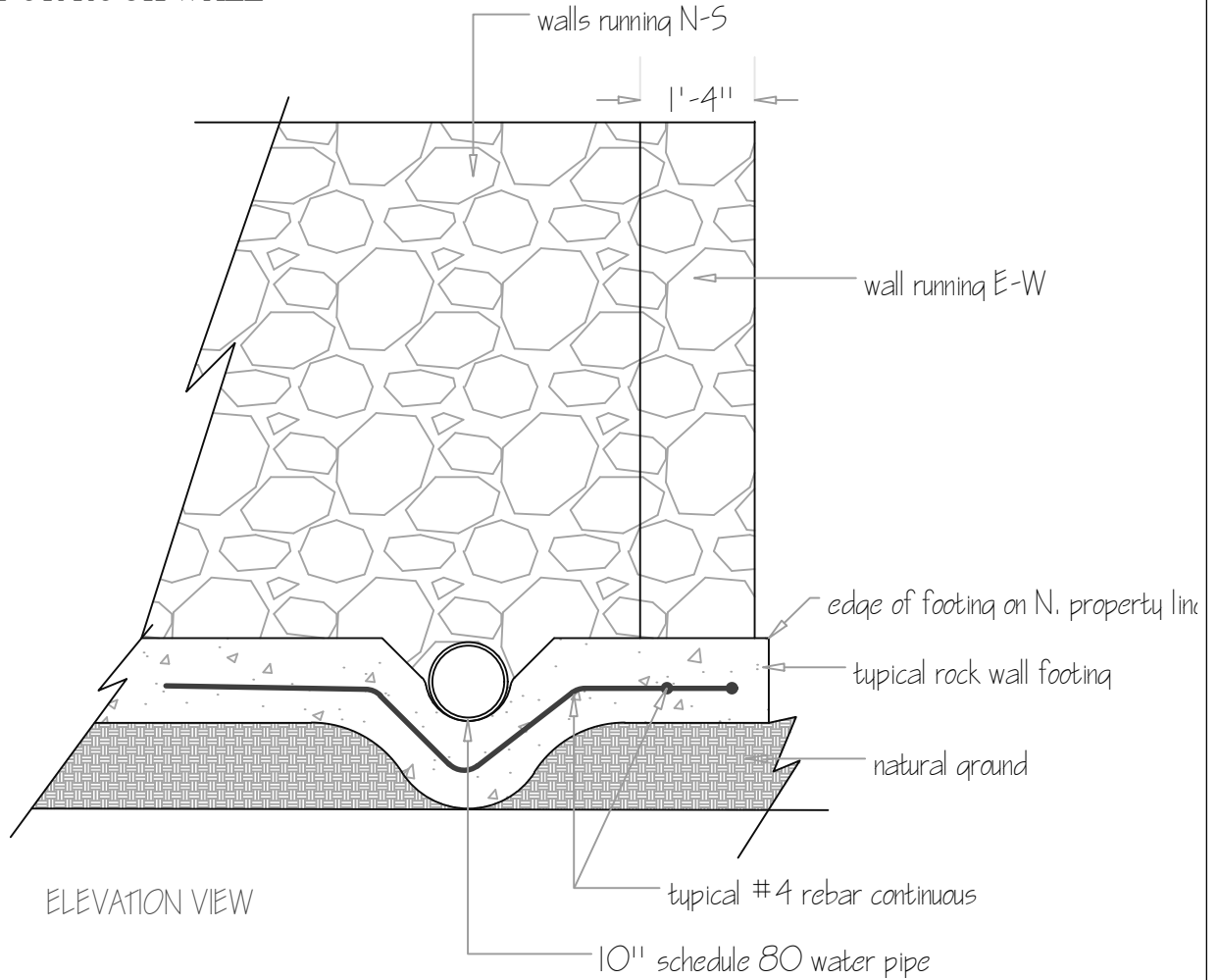
Maps | Legend

- Map Themes**
- Parcels
- UDC Zoning
- Roads and Transportation
- NM House Districts
- NM Senate Districts
- County Commission Districts
- City Council Districts
- Median Household Income
- General Land Ownership

Account Number: **R0401594**
 Parcel Number: 4006137157276
 Owner: MCMURRY FAMILY TRUST
 DATED NOVEMBER 25, 1987
 Mail Address: PO BOX 398
 Subdivision: SOMMIER GROVE
 SUBDIVISION (BK 22 PG 783-784 - 0933138)
 Property Address: CALLE PACANA
 Acres: 0



SITE PLAN FOR ROCK WALL



nts

Dec 29, 2020

Drawn By: Patrick Vigil

1915 Calle Pacana

ViCa One Inc.

Drawn for: Charles and Marilyn Mc Murray

Lot 2, Sommer Grove Subdivision

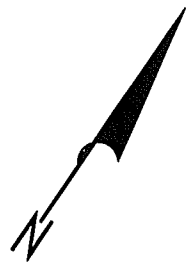
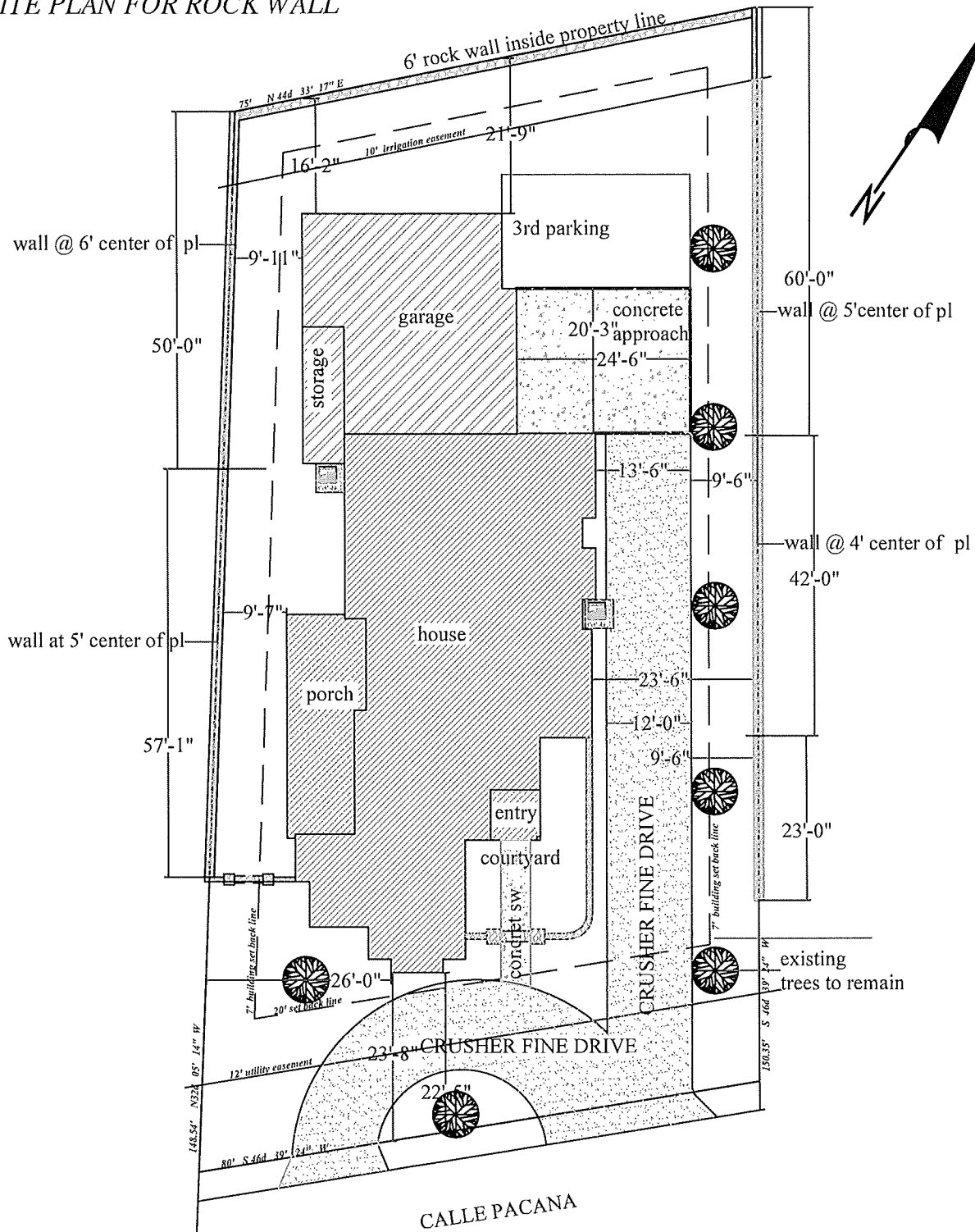
PO Box 669

575-644-3748

Mesilla, NM 88046

Mesilla Park, NM

SITE PLAN FOR ROCK WALL



SITE PLAN

nts

Dec 29, 2020	1915 Calle Pacana	ViCa One Inc.
Drawn By: Patrick Vigil	Lot 2, Sommer Grove Subdivision	PO Box 669
Drawn for: Charles and Marilyn Mc Murray	Mesilla, NM 88046	Mesilla Park, NM
575-644-3748		

TOWN OF MESILLA
 PERMISSION TO CONDUCT WORK
 OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT

OFFICIAL USE ONLY:

Case # 061170

Fee \$ 25.50

2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104

CASE NO. 061170 ZONE: HR CODE: M1 APPLICATION DATE: 2/24/21

Charles and Marilyn McMurry
 Name of Applicant/Owner

Applicant's Telephone Number

PO Box 398, Mesilla, NM 88046
 Applicant's/Owner's Mailing Address City State Zip Code

charlesmcmurry58@gmail.com
 Applicant's/Owner's E-mail Address

ViCa One Inc. PO Box 669, Mesilla Park, NM 88047
 Contractor's Name & Address (If none, indicate Self)

575-644-3748 85-0479450 Lic. # 85982
 Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: 1915 Calle Pacana, Mesilla, NM 888046

Description of Proposed Work: Rock wall as per subdivision requirements and attached site plan

\$ 10,000.00 12-28-2020
 Estimated Cost Signature of Applicant Date

Signature of property owner if applicant is not the property owner: _____

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and BOT before issuance of a building permit. Recorded proof of ownership with legal description of property (deed or current tax bill) along with verification of legally subdivided status of the property are required. **Plan sheets are to be no larger than 11 x 17 inches.**

FOR OFFICIAL USE ONLY

PZHAC Administrative Approval Approved Date: _____
 Approved Date: _____ Disapproved Date: _____
 Disapproved Date: _____ Approved with Conditions
 Approved with conditions

BOT

FIRE INSPECTION/APPROVAL REQUIRED: ___ YES NO ___ SEE CONDITIONS

CID PERMIT/INSPECTION REQUIRED: YES ___ NO ___ SEE CONDITIONS

CONDITIONS: PZHAC REVIEW & BOT APPROVAL REQUIRED
CID PERMIT REQUIRED

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

This Application will include the following, if checked:

1. ___ Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was legally subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
2. ___ Site Plan with dimensions and details.
3. ___ Proof of legal access to the property.
4. ___ Drainage plan.
5. ___ Architectural style and color scheme -- diagrams or elevations (Historical and commercial zones only).
6. ___ Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).
7. ___ Other information as necessary or required by the City Code or Community Development:

BOT ACTION FORM
BUILDING PERMIT 061171
[PZHAC REVIEW – 3/15/2021]
STAFF ANALYSIS

Item:

Case 061171 – 2649 Calle del Sur, submitted by Paul Barraza; a request for a zoning permit to allow the applicant to enclose a car port on an existing dwelling at this address. Zoned: Historic Residential (HR)

Staff Analysis:

The applicant would like to enclose a two car carport on an existing dwelling at this address. The carport is currently part of the dwelling and is open on the north and west sides. The applicant would like to continue the wall along the west side of the carport, in line with the dwelling, to the front of the carport. There will be two small windows in this wall of the garage to allow air circulation in the garage. The front of the carport will be enclosed by a wall and a white double wide garage door without windows (see attached diagram). The walls enclosing the carport will be stuccoed to match the dwelling. The applicant would like to enclose the carport for security purposes.

Enclosure of the existing carport will not have a negative effect on the number of off-street parking spaces currently available on the property.

Estimated Cost: \$5,000.00

Consistency with the Code:

The PZHAC will need to determine that the proposed garage is consistent with the following sections of the Code:

18.06.110 Review of applications within Historical and General Commercial zones – Considerations.

- A. All applications for work in the Historical zones and Commercial zone (not subject to administrative approval) shall be reviewed by the planning, zoning and historical appropriateness commission. The commission shall determine whether the request involved will be appropriate for the purposes of this title. If the request shall be determined to be inappropriate, the board shall determine whether, owing to conditions especially affecting the building or structure involved, but not affecting the historical district generally, such application may be approved without substantial detriment to the public welfare and without substantial derogation of the intent and purposes of this title.
- B. In reviewing an application, the planning, zoning and historical appropriateness commission shall consider in addition to this chapter:
 - 1. The historical and literary value and significance of the site, building, or structure;
 - 2. The general design, arrangement, texture, material and color of the features, sign or billboard involved;
 - 3. The relation of such factors to similar factors or sites, buildings and structures in the immediate surroundings;
 - 4. The appropriateness of the size and shape of the building or structure in relation to:
 - a. The land area upon which the building or structure is situated;
 - b. The landscaping and planting features proposed by the applicant; and
 - c. The neighboring sites, buildings or structures within the historical district.
 - 5. The commission shall also consider the applicable zoning and other laws of the town.

8.33.060 Development zone.

A development zone defines the immediate physical vicinity to be used to identify the historic character of a particular area and includes the predominant architectural style and design standards of existing structures together with their setting.

- A. Function of the Development Zone. The function of the development zone is to provide for historically appropriate development within an existing historic district by setting standards for both new construction and alterations to existing structures.

The PZHAC will need to determine that the proposed garage on the dwelling will be consistent with other dwellings in the Town. Additionally, the PZHAC will also need to determine that the proposed garage will not reduce the number of required off-street parking spaces (three spaces) on the property and will be consistent with all other sections of the **Building and Zoning Codes** that may be applied to this project.

PZHAC ACTION:

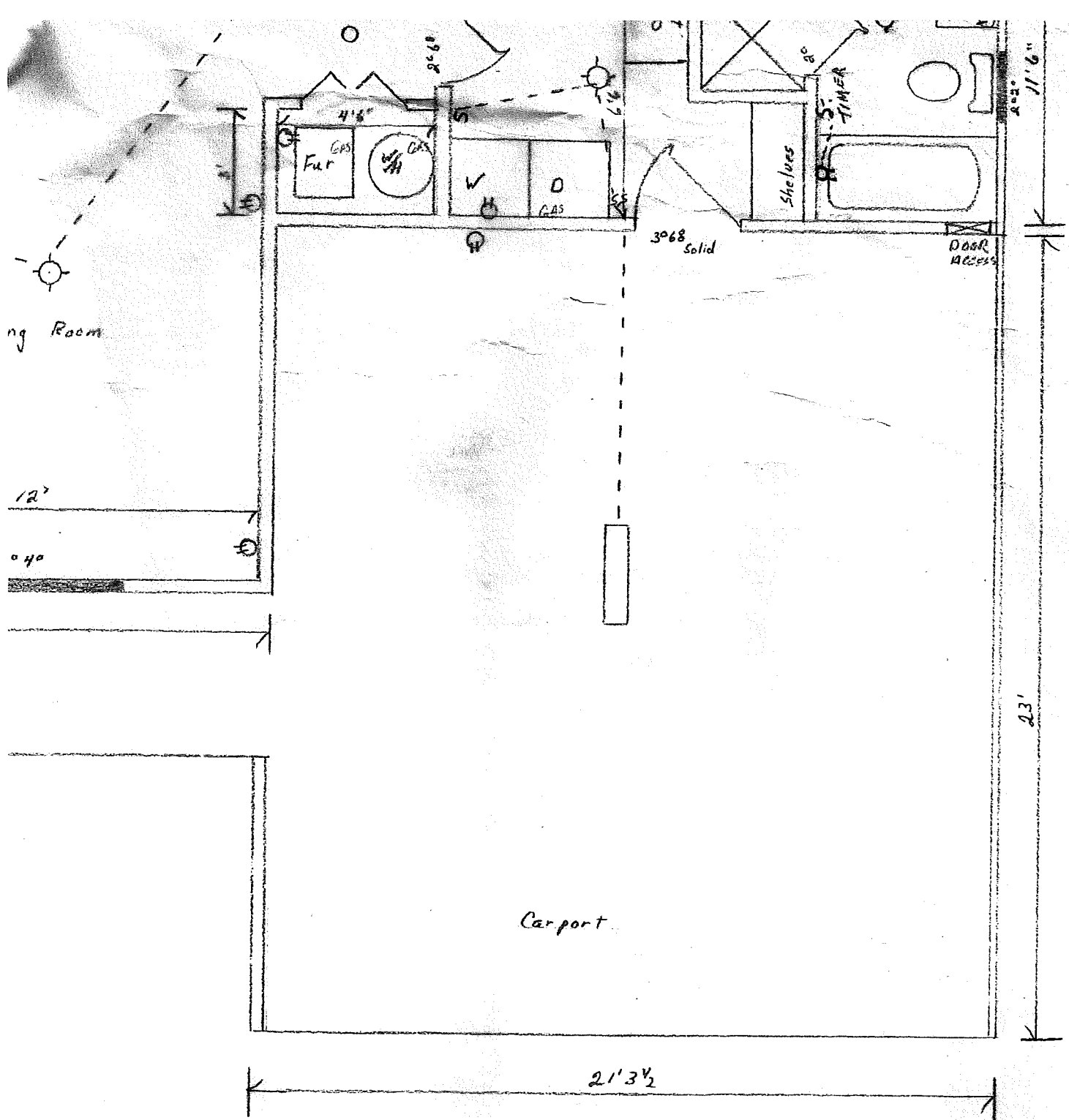
The PZHAC determined that the proposed garage will meet the requirements of the Code and voted 4 – 0 to recommend APPROVAL of the request to the BOT with the following CONDITION:

- 1. THE SMALL DOOR PROVIDING ACCESS TO THE PLUMBING OF THE BDEWLLING BATHROOM NEEDS TO BE FIRE REATED, ACCORDING TO CID REQUIREMENTS.*

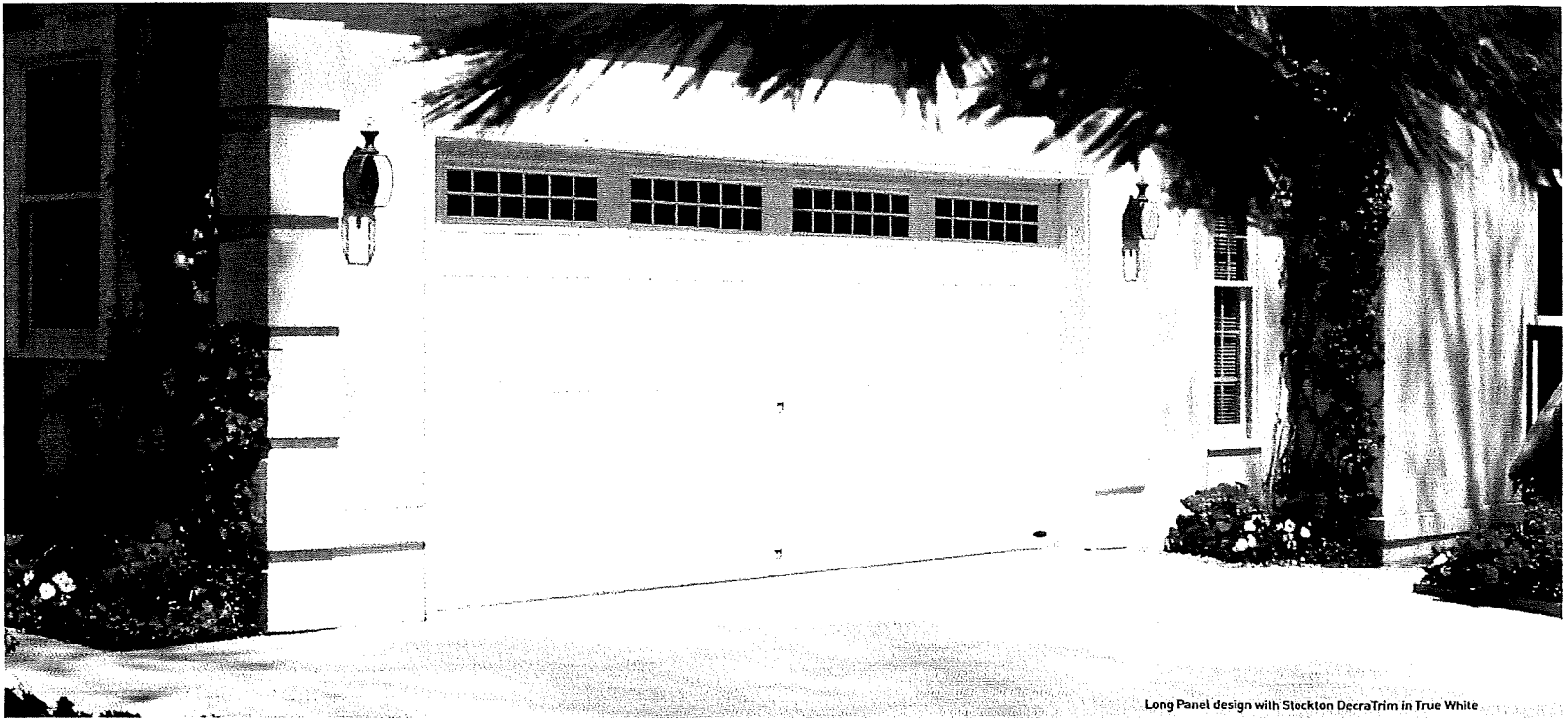
BOT OPTIONS:

- Approve the application as recommended by the PZHAC.
- Approve the application with conditions.
- Reject the application.

BOT ACTION:



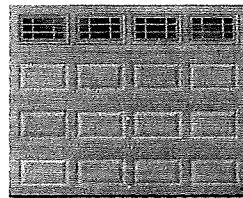
Amarr® Lincoln Value Traditional Steel Garage Doors



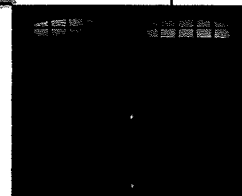
Long Panel design with Stockton DecraTrim in True White

Traditional style. Exceptional value. The Amarr Lincoln collection combines unique, yet timeless traditional designs and color options with the durability & strength of steel and conventional hardware. Along with 21 decorative window choices, this affordable collection delivers premium style at a competitive price. The Amarr Lincoln collection. A new tradition of style and value.

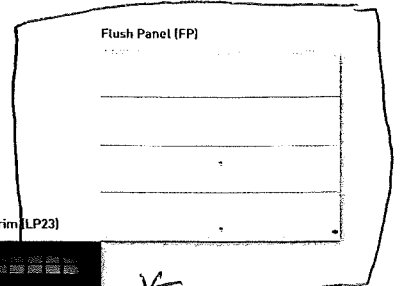
Short Panel with Prairie DecraTrim (SP21)



Long Panel with Cascade DecraTrim (LP23)

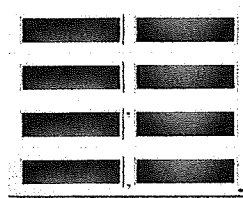


Flush Panel (FP)

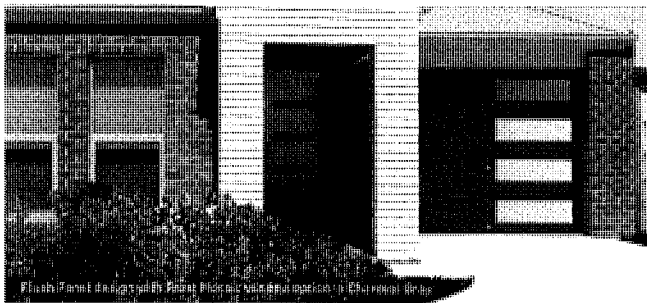
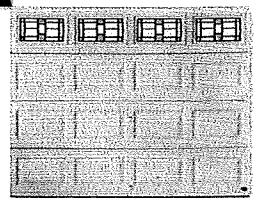


** without windows*

Ribbed Panel (RP) with Long Panel Clear windows

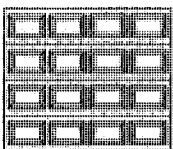


Short Panel with Heartland DecraGlass (SP70)

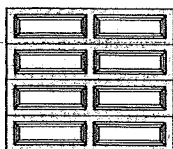


PANEL DESIGNS

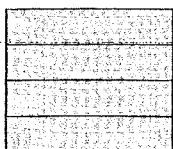
SP • SHORT PANEL



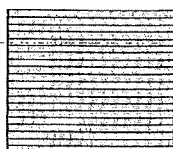
LP • LONG PANEL



FP • FLUSH PANEL



RP • RIBBED PANEL*



*Available in Amarr Lincoln L13138 and L13000 only.

\$97.34

☆☆☆☆☆ 0

View Q&A

JELD-WEN V-2500 35.5-in x 11.5-in x 2.9065-in Jamb Left-Operable Vinyl New Construction White Sliding Window

Item #358327 Model #LOWCLJW23290654

Low-maintenance vinyl sliding window; a beautiful alternative to more traditional windows

Low-E 366 glass with argon provides more protection against heat gain by blocking harmful infrared rays, as well as providing greater energy savings. One sash is fixed and one sash slides open horizontally.



1 Qty

Add to Cart



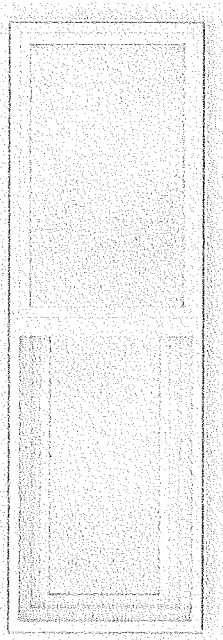
Free Store Pickup

Pickup Estimated: Tue, Mar 23, 2021



Delivery

Delivery Estimate: Mon, Mar 22, 2021; Schedule Delivery Date in Checkout



+1 more

OVERVIEW

JELD-WEN V-2500 35.5-in x 11.5-in x 2.9065-in Jamb Left-Operable Vinyl New Construction White Sliding Window

\$97.34

Add to Cart

Overview

Specifications

Reviews

Questions & Answers

Compare

Product Features

06/17/21
(Signature)



Town of Mesilla
P.O. BOX 10
MESILLA, NM 88046

PHONE: (575) 524-3262 **FAX (575) 541-6327**

Application for Building Permit
Certificate of Occupancy, Use and Historic Appropriateness

Application is hereby for the issuance of a Certificate of Occupancy, Use, and when applicable, a Certificate of Historical Appropriateness.

Application Date: 3/2/2021

Paul C. Barraza
Name of Applicant

575-649-0857
Telephone Number

PO Box 865 / 2649 Calle del Sur Mesilla NM 88046
Address City State Zip Code

Proposed Use or Occupancy: Building permit Zone: HR
enclose car port

N/A
Contractor Name

Address

Telephone Number

Contractor Tax I.D. #

Contractor License #

This application includes:

1. Plot plan with legal description to show existing structures, adjoining, streets, driveway(s), improvements & setbacks.
2. Foundation Plan with details
3. Floor Plans showing rooms, their uses and dimensions
4. Cross Sections of walls
5. Roof and floor framing plan (If manufactured trusses, submit layout of trusses and stamped engineer design plan.)
6. Drainage plan
7. Architectural style and color scheme (Historical zones only)
8. Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from Public Utility providing water service.
9. Recorded proof of ownership with legal description of property (deed or current tax bill)

All applications for electrical, mechanical/plumbing installations are made at the construction industries division

Location & Description of Proposed Work:

enclose car port to car garage
Stucco same color as the house
garage door white - no windows on garage door

Estimated Cost: 5000⁰⁰

Material: _____

Labor: _____

Paul C. Bourque
Signature of Applicant

Required Setbacks: Front _____ Rear _____ Side _____

PZHAC _____ **Administrative Approval** **BOT** _____ **Approved**
 _____ **Approved** _____ **Disapproved**
 _____ **Approved with Conditions** _____ **Date** _____ **Approved w/ Cond.**

FEE: #100 **RECEIPT #:** _____ **ISSUE DATE:** _____

THERE IS A TEN (10) DAY MINIMUM EVIEW PERIOD ON ALL APPLICATIONS (with the exception of administrative approvals)

CASE NO. 061171 **Date Received:** _____

BOT ACTION FORM
BUILDING PERMIT 061172
[PZHAC REVIEW – 3/15/2021]
STAFF ANALYSIS

Item:

Case 061172 – 2445 Calle de Parian, submitted by Steve Delgado and Victoria Hernandez; a request for a summary subdivision to remove a lot line between two properties at the rear of a residential property at this address. Zoned: Historic Residential (HR)

Staff Analysis:

The applicant currently has two properties at this address. The property that contains the dwelling borders Calle de Parian on the north side and is 6,970 square feet in size. The second property is directly behind the first and is 4,792 square feet in size. The two properties were originally one property that was split prior to 1972. The applicant would like to eliminate the lot line between the two properties and create one property 11,762 square feet in size. The reason for this is to allow the applicant to construct a covered porch on the rear of the existing dwelling without encroaching on a property line. Additionally, the second property was not a buildable lot because it did not have legal access from a street.

Estimated Cost: N/A

Consistency with the Code:

The PZHAC will need to determine that the wall will be consistent with Chapters 18.33 (Historic Preservation) and 18.35 (HR-Residential Cultural Historic zone) of the Code.

18.35.040 Development standards.

- A. Lot Area. Each lot or parcel to be developed in the H-R zone shall have a minimum of 80 feet of frontage on a public street and a minimum of 8,000 square feet of area.
- B. Population Density. When lots or parcels in the H-R zone are to be developed to single-family or multiple single-family dwellings, each lot or parcel shall have sufficient area to provide 8,000 square feet of area for each family unit to be built. The maximum number of dwellings allowed on any property shall be two, providing density and parking requirements are met. A maximum of 40 percent impervious and 60 percent pervious shall be required unless otherwise noted by the development zone requirements of Chapter 18.33 MTC (Historic Preservation).
- C. New Construction. New structures and modifications to existing structures may be built in this zone, providing the exterior appearance of the structure is approved by the PZHAC for compliance with Chapter 18.33 MTC (Historic Preservation) and the comprehensive land use ordinance for the town, with final approval by the BOT.
 1. New structures on properties containing existing structures shall be architecturally similar to the principal dwelling or structure on the property and shall not exceed the height or size of the principal dwelling or structure on the property. 18.35.030 Exterior appearance.
An application for a permit which would authorize construction, modification, moving or destruction which would affect the exterior appearance of any structure, sign, or other improvement affecting use or function must first be approved by the commission. [Ord. 94-06 § 1; prior code § 11-2-11.4.C]
- D. Yards. For all new buildings, front, side and rear yard must be at least seven feet.

PZHAC ACTION:

The PZHAC determined that the proposed LOT LINE VACATION wall will meet the requirements of the Code and voted 4 – 0 to recommend APPROVAL of the request to the BOT.

BOT OPTIONS:

- Approve the application as recommended by the PZHAC.
- Approve the application with conditions.
- Reject the application.

BOT ACTION:

Doña Ana County, NM

General Reference Maps

2014 Aerial **Addresses** County Address Points

Select Search Type: Account Number **▼** Enter Value:

Maps

Legend

Map Themes
Parcels
UDC Zoning
Roads and Transportation
NM House Districts
NM Senate Districts
County Commission Districts
City Council Districts
Median Household Income
General Land Ownership

Account Number: R0400491
 Parcel Number: 4006138146044
 Owner: DELGADO STEVE I &
 VICTORIA M HERNANDEZ
 Mail Address: PO BOX 131
 Subdivision:
 Property Address: 2445 CALLE DE
 PARIAN
 Acres: 0



Doña Ana County, NM

General Reference Maps

2014 Aerial **Addresses** County Address Points

Select Search Type: Account Number **v** Enter Value:

Maps

Legend

Map Themes
Parcels
UDC Zoning
Roads and Transportation
NM House Districts
NM Senate Districts
County Commission Districts
City Council Districts
Median Household Income
General Land Ownership

Account Number: R0400496
 Parcel Number: 4006138149047
 Owner: DELGADO STEVE I &
 VICTORIA M HERNANDEZ
 Mail Address: PO BOX 131
 Subdivision:
 Property Address: CALLE DE PARIAN
 Acres: 0



BOT ACTION FORM
BUILDING PERMIT 061173
[PZHAC REVIEW – 3/15/2021]
STAFF ANALYSIS

Item:

Case 061173 – 2445 Calle de Parian, submitted by Steve Delgado and Victoria Hernandez; a request for a zoning permit to allow the construction of a covered porch on the rear of a dwelling at this address. Zoned: Historic Residential (HR)

Staff Analysis:

The applicant would like to add a covered porch to the rear of a dwelling at this address. The roof will extend across the rear of the dwelling and will extend sixteen feet from the dwelling into the backyard, covering a patio at the rear of the dwelling (see attached site plan). The porch will consist of a metal roof on 2” by 6” joists supported by 4” by 4” posts (see construction diagram). Drainage will be onto the back yard of the property.

This property is currently the subject of a Summary Subdivision request to eliminate a lot line between two properties at this address. This zoning application for the porch is contingent on the elimination of the lot line in order for the porch to meet the setback requirements of the HR zoning district. The lot line removal is to be accomplished through a Summary Subdivision request scheduled to be heard earlier in this meeting.

Estimated Cost: \$600.00

Consistency with the Code:

The PZHAC will need to determine that the proposed porch is consistent with the following sections of the Code:

18.06.110 Review of applications within Historical and General Commercial zones – Considerations.

- A. All applications for work in the Historical zones and Commercial zone (not subject to administrative approval) shall be reviewed by the planning, zoning and historical appropriateness commission. The commission shall determine whether the request involved will be appropriate for the purposes of this title. If the request shall be determined to be inappropriate, the board shall determine whether, owing to conditions especially affecting the building or structure involved, but not affecting the historical district generally, such application may be approved without substantial detriment to the public welfare and without substantial derogation of the intent and purposes of this title.
- B. In reviewing an application, the planning, zoning and historical appropriateness commission shall consider in addition to this chapter:
 - 1. The historical and literary value and significance of the site, building, or structure;
 - 2. The general design, arrangement, texture, material and color of the features, sign or billboard involved;
 - 3. The relation of such factors to similar factors or sites, buildings and structures in the immediate surroundings;
 - 4. The appropriateness of the size and shape of the building or structure in relation to:
 - a. The land area upon which the building or structure is situated;
 - b. The landscaping and planting features proposed by the applicant; and
 - c. The neighboring sites, buildings or structures within the historical district.
 - 5. The commission shall also consider the applicable zoning and other laws of the town.

8.33.060 Development zone.

A development zone defines the immediate physical vicinity to be used to identify the historic character of a particular area and includes the predominant architectural style and design standards of existing structures together with their setting.

- A. Function of the Development Zone. The function of the development zone is to provide for historically appropriate development within an existing historic district by setting standards for both new construction and alterations to existing structures.

The PZHAC will need to determine that the proposed porch will be consistent with other similar structures in the Town. The PZHAC will also need to determine that the request, as submitted, is consistent with all other sections of the **Building and Zoning Codes** that may be applied to this project.

PZHAC ACTION:

The PZHAC determined that the proposed porch will meet the requirements of the Code and voted 5 – 0 to recommend APPROVAL of the request to the BOT with the following CONDITION:

- 1 CONSTRUCTION PLANS WILL NEED TO BE BROUGHT TO CID ALONG WITH A COPY OF A SURVEY SHOWING THE FINAL LOT CONFIGURATION.*

BOT OPTIONS:

- Approve the application as recommended by the PZHAC.
- Approve the application with conditions.
- Reject the application.

BOT ACTION:

Doña Ana County, NM

General Reference Maps

2014 Aerial Addresses County Address Points Select Search Type: Account Number Enter Value:

Maps Legend

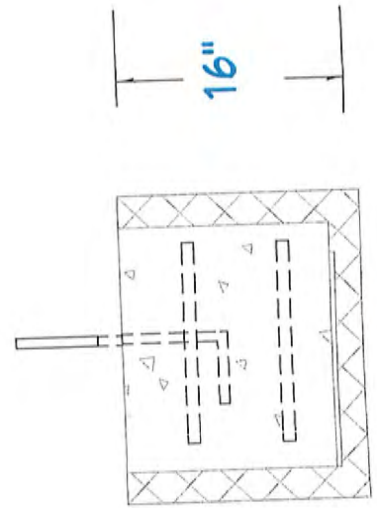
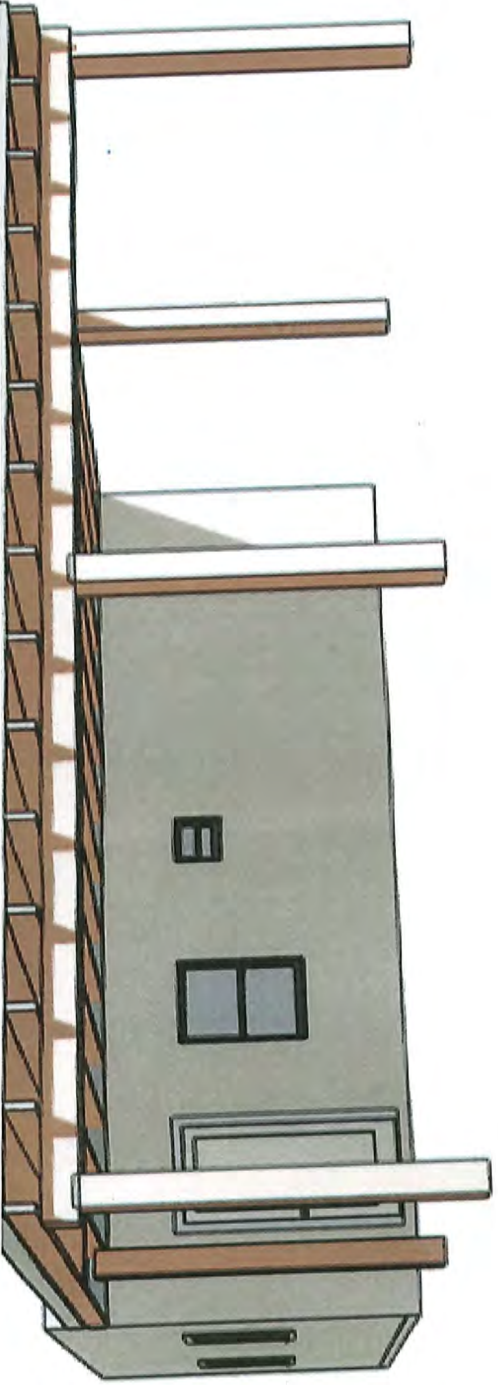
Map Themes
Parcels
UDC Zoning
Roads and Transportation
NM House Districts
NM Senate Districts
County Commission Districts
City Council Districts
Median Household Income
General Land Ownership

Account Number: R0400491
Parcel Number: 4006138146044
Owner: DELGADO STEVE I & VICTORIA M HERNANDEZ
Mail Address: PO BOX 131
Subdivision:
Property Address: 2445 CALLE DE PARIAN
Acres: 0



2445 CALLE DE PARIAN
YM 88046

REVISION TABLE	REVISOR	DATE	DESCRIPTION

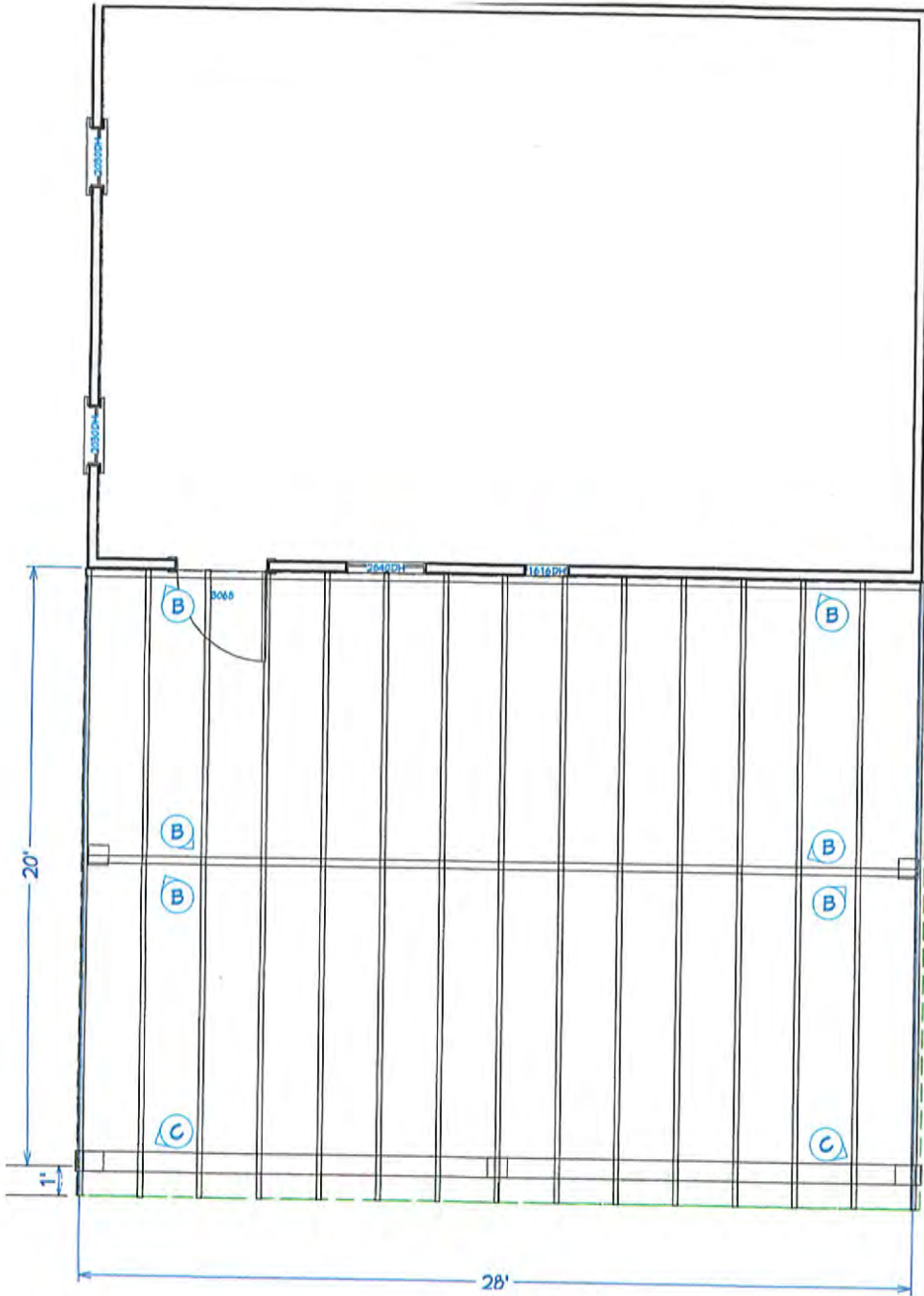


12"

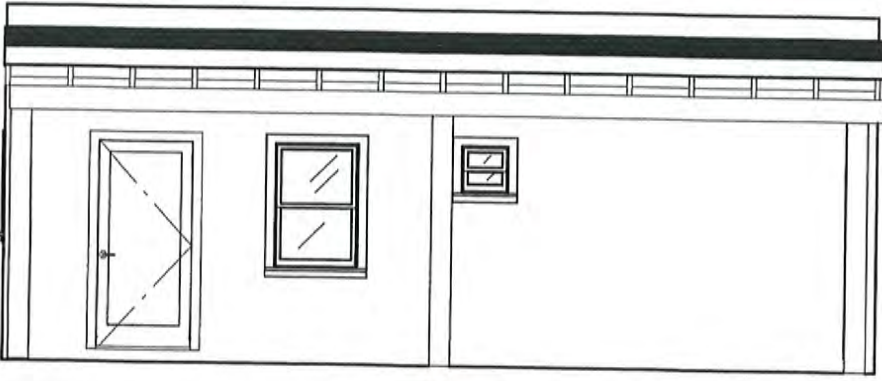
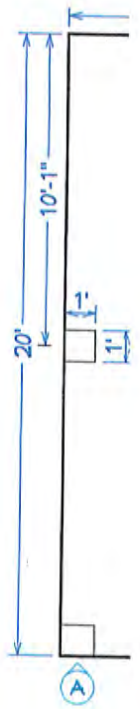
16"

12"X12"X18" DEEP FOOTING
2 # 4 RE-BAR

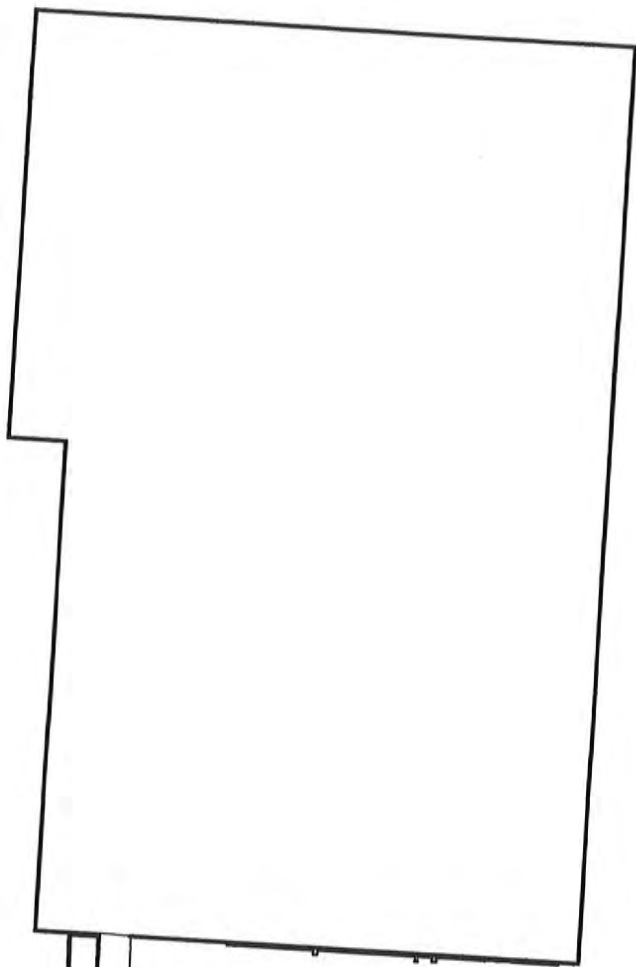
(A)



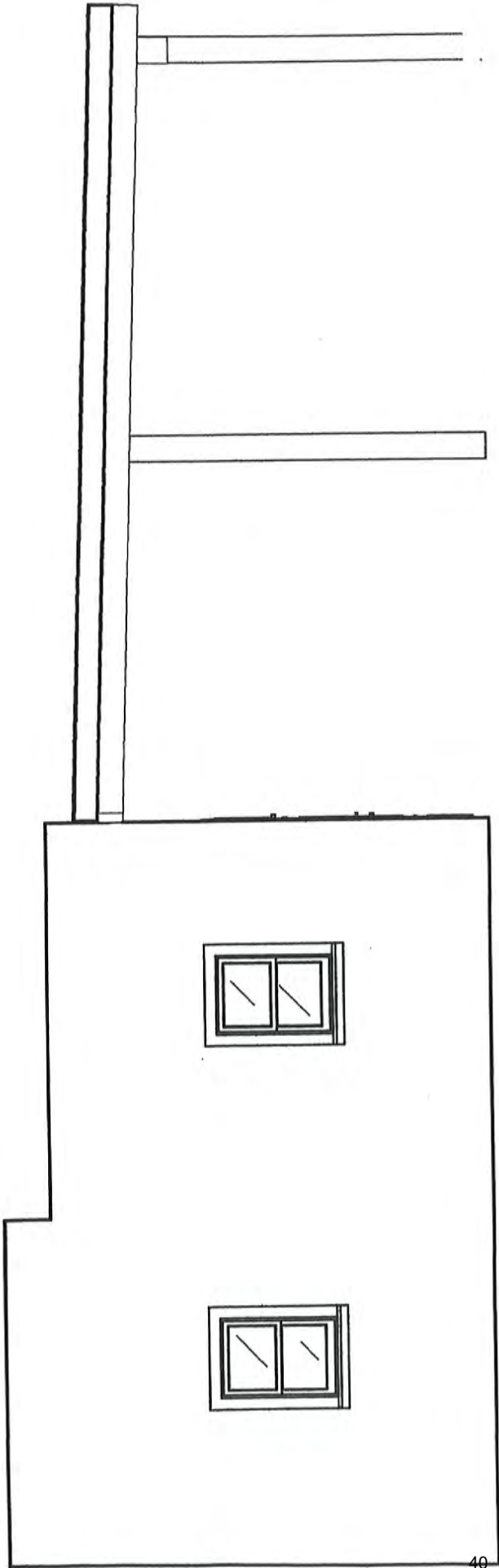
FLOOR PLAN



FRONT



RIGHT



LEFT

**TOWN OF MESILLA
ZONING APPROVAL**

OFFICIAL USE ONLY:

Case # 061173

Fee \$ 9.30

PERMISSION TO CONDUCT WORK
OR

OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT FROM CID

061173
2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104

CASE NO. 061173 ZONE: HR CODE: AD APPLICATION DATE: 3/1/21

Steve Delgado Victoria Hernandez 575-649-7045

Name of Property Owner Property Owner's Telephone Number

4540 Maricopa Crt Las Cruces NM 88011

Property Owner's Mailing Address City State Zip Code

SV1107@gmail.com

Property Owner's E-mail Address

Self

Contractor's Name & Address (If none, indicate Self)

Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: 2445 Calle De Parian

Description of Proposed Work: Porch off back of house. It will be length of house \$116 ft off the house. It will be constructed with 4x4 Post, 2x6 Joist, 90 weight paper, and fascia Board. Water will drain to Back yard

Estimated Cost \$1000 Date June 3, 2020

Signature of Applicant

Signature of property owner:

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and/or BOT before issuance of a zoning permit. Plan sheets are to be no larger than 11 x 17 inches or shall be submitted electronically.

FOR OFFICIAL USE ONLY

PZHAC Administrative Approval Approved Date: _____
 Approved Date: _____ Disapproved Date: _____
 Disapproved Date: _____ Approved with Conditions
 Approved with conditions

PZHAC APPROVAL REQUIRED YES NO BOT APPROVAL REQUIRED: YES NO

CID PERMIT/INSPECTION REQUIRED: YES NO SEE CONDITIONS

CONDITIONS: PZHAC AND BOT APPROVAL REQUIRED

CID PERMIT REQUIRED

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

THIS APPLICATION SHALL INCLUDE ALL OF THE FOLLOWING:

1. Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was LEGALLY subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
2. Site Plan with dimensions and details.
3. Foundation plan with details.
4. Floor plan showing rooms, their uses and dimensions.
5. Cross section of walls
6. Roof and floor framing plan
8. Proof of legal access to the property.
9. Drainage plan.
10. Details of architectural style and color scheme (checklist included for Historical zones) - diagrams and elevations.
11. Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).
12. Proof of legal access to the property.
13. Other information as necessary or required by the City Code or Community Development Department (See other side.)

BOT ACTION FORM
BUILDING PERMIT 061174
[PZHAC REVIEW – 3/15/2021]
STAFF ANALYSIS

Item:

Case 061174 – 2011 Avenida de Mesilla, submitted by Grady Oxford for “The Bean Café”; a request for a zoning permit to allow the applicant to replace the front doors on a coffee shop on a property at this address. Zoned Historic Commercial (HC)

Staff Analysis:

The applicant would like to replace two wood framed doors that have multiple panes of glass with two very similar doors having a single pane of glass each (see attached drawing of replacement doors) for security purposes. The applicant has stated that the larger single pane of glass will be tempered and will be more resistive to breaking. Additionally, having a single pane of glass will enable him to place a small sign inside each door without the signs being blocked by the framework of the door.

The door frames, which will also be replaced, will be painted to match the color of the original doors. No other work will be done on the structure.

Estimated Cost: \$2,440.00

Consistency with the Code:

The PZHAC will need to determine that the proposed doors are consistent with the following sections of the Code:

18.06.110 Review of applications within Historical and General Commercial zones – Considerations.

A. All applications for work in the Historical zones and Commercial zone (not subject to administrative approval) shall be reviewed by the planning, zoning and historical appropriateness commission. The commission shall determine whether the request involved will be appropriate for the purposes of this title. If the request shall be determined to be inappropriate, the board shall determine whether, owing to conditions especially affecting the building or structure involved, but not affecting the historical district generally, such application may be approved without substantial detriment to the public welfare and without substantial derogation of the intent and purposes of this title.

B. In reviewing an application, the planning, zoning and historical appropriateness commission shall consider in addition to this chapter:

1. The historical and literary value and significance of the site, building, or structure;
2. The general design, arrangement, texture, material and color of the features, sign or billboard involved;
3. The relation of such factors to similar factors or sites, buildings and structures in the immediate surroundings;
4. The appropriateness of the size and shape of the building or structure in relation to:
 - a. The land area upon which the building or structure is situated;
 - b. The landscaping and planting features proposed by the applicant; and
 - c. The neighboring sites, buildings or structures within the historical district.
5. The commission shall also consider the applicable zoning and other laws of the town.

8.33.060 Development zone.

A development zone defines the immediate physical vicinity to be used to identify the historic character of a particular area and includes the predominant architectural style and design standards of existing structures together with their setting.

A. Function of the Development Zone. The function of the development zone is to provide for historically appropriate development within an existing historic district by setting standards for both new construction and alterations to existing structures.

The PZHAC will need to determine that the proposed doors will be consistent with other commercial structures in the Town. The PZHAC will also need to determine that the request, as submitted, is consistent with all other sections of the **Building and Zoning Codes** that may be applied to this project.

PZHAC ACTION:

The PZHAC determined that the proposed doors will meet the requirements of the Code and voted 5– 0 to recommend APPROVAL of the request to the BOT with the following CONDITION:

- 1. A DIVIDED LITE PANEL SHALL BE INSTALLED OVER THE GLASS TO GIVE THE IMPRESSION OF MULTIPLAE ANES OF GLASS SIMILAR TO THE ORIGINAL DOORS.*

BOT OPTIONS:

- Approve the application as recommended by the PZHAC.
- Approve the application with conditions.
- Reject the application.

BOT ACTION:

Doña Ana County, NM

General Reference Maps

2014 Aerial | Addresses | County Address Points

Select Search Type: Account Number | Enter Value:

Maps

Legend

Map Themes

- Parcels
- UDC Zoning
- Roads and Transportation
- NM House Districts
- NM Senate Districts
- County Commission Districts
- City Council Districts
- Median Household Income
- General Land Ownership

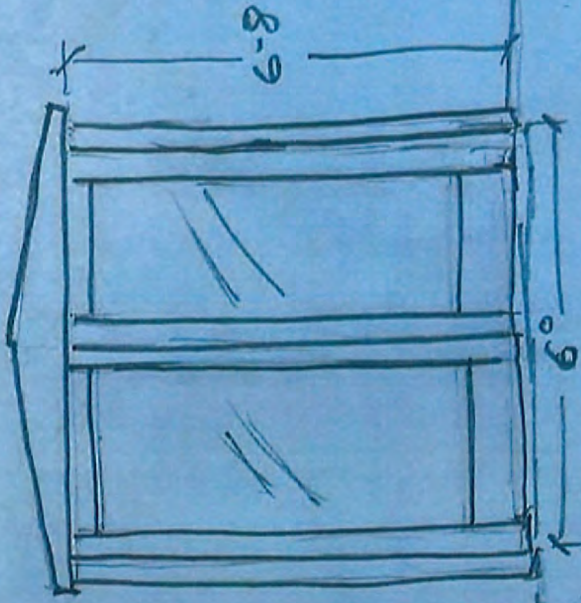
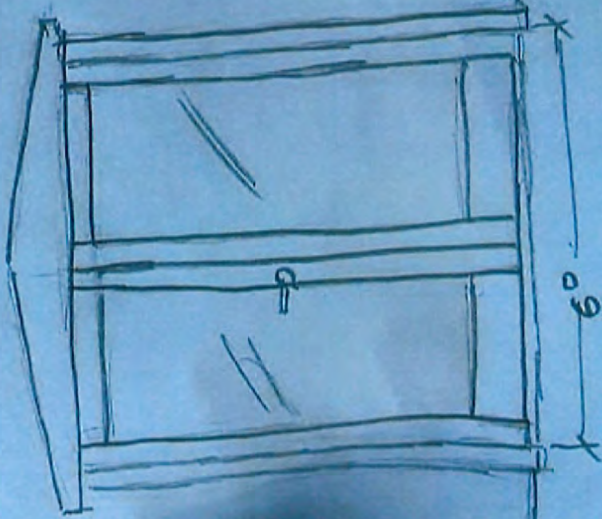
Account Number: [R0400311](#)
 Parcel Number: 400613728335
 Owner: TOW LIMITED LIABILITY COMPANY
 Mail Address: 3150 BOWMAN
 Subdivision:
 Property Address: 2011 AVENIDA DE MESILLA
 Acres: 0







Beqn Cofe
2011 Avenida de Mesilla



Note: New door units are same as existing
Exterior Trim will match existing
Paint color to be determined.

**TOWN OF MESILLA
ZONING APPROVAL**

OFFICIAL USE ONLY:

Case # 061174

Fee \$ 80.00

**PERMISSION TO CONDUCT WORK
OR
OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT FROM CID**

2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104

CASE NO. 061174 ZONE: HC CODE: MISC APPLICATION DATE: 3/11/21

Name of Property Owner Grady Oxford Property Owner's Telephone Number 575-642-3893

Property Owner's Mailing Address 2011 Avenida De Mesilla las Cruces NM City State Zip Code 88005

Property Owner's E-mail Address Mickeym1130@msn.com

Contractor's Name & Address (If none, indicate Self) Hinesite Construction 104 Happy Trails Las Cruces, NM 88005

Contractor's Telephone Number 575-649-1519 Contractor's Tax ID Number 02370215000 Contractor's License Number 80671

Address of Proposed Work: 2011 Avenida de Mesilla

Description of Proposed Work: Replace front doors + replace outer door trim

Estimated Cost \$ 2,440 Signature of Applicant [Signature] Date 3/2/21

Signature of property owner: [Signature]

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and/or BOT before issuance of a zoning permit. Plan sheets are to be no larger than 11 x 17 inches or shall be submitted electronically.

FOR OFFICIAL USE ONLY

PZHAC Administrative Approval BOT Approved Date: _____
 Approved Date: _____ Disapproved Date: _____
 Disapproved Date: _____ Approved with Conditions
 Approved with conditions

PZHAC APPROVAL REQUIRED: YES ___ NO BOT APPROVAL REQUIRED: YES ___ NO

CID PERMIT/INSPECTION REQUIRED: ___ YES ___ NO SEE CONDITIONS

CONDITIONS: PZHAC + BOT APPROVAL REQUIRED
CID PERMIT MAY BE REQUIRED

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

THIS APPLICATION SHALL INCLUDE ALL OF THE FOLLOWING:

1. Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was LEGALLY subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
2. Site Plan with dimensions and details.
3. Foundation plan with details.
4. Floor plan showing rooms, their uses and dimensions.
5. Cross section of walls
6. Roof and floor framing plan
8. Proof of legal access to the property.
9. Drainage plan.
10. Details of architectural style and color scheme (checklist included for Historical zones) – diagrams and elevations.
11. Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).
12. Proof of legal access to the property.
13. Other information as necessary or required by the City Code or Community Development Department (See other side.)

BOT ACTION FORM
BUILDING PERMIT 061176
[PZHAC REVIEW – 3/15/2021]
STAFF ANALYSIS

Case 061176 – 1305 Tierra de Mesilla, submitted by Blanca Huizar for “Casa Blanca”; A request for a zoning permit to allow the applicant to construct a six foot high decorative iron fence around a commercial property at this address zoned General Commercial (C).

Staff Analysis:

The applicant would like to install a six foot high decorative iron fence (see attached photo of example) on the property line around a commercial property at this address (see attached site plan). The purpose of this fence will be two-fold. The first is to provide security to the property when the property is being developed. The second is to provide security for the applicant’s commercial operation once the property is developed.

Since the fence meets UBC fire-resistive requirements, the required setbacks along the property lines for properties in the General Commercial (C) are three feet for each property line (MTC18.45.040 – Development Standards). The attached site plan shows that the six foot high fence meets this requirement along Avenida de Mesilla, but not along Tierra de Mesilla. Additionally, MTC 18.45.040(N) also requires that the fence be six feet in height along the southern property line which abuts property zoned Rural Farm (RF).

Since the requested fence is not solid and

Estimated Cost: \$2,440.00

Consistency with the Code:

The PZHAC will need to determine that the proposed fence is consistent with the following sections of the Code:

18.06.110 Review of applications within Historical and General Commercial zones – Considerations.

- A. All applications for work in the Historical zones and Commercial zone (not subject to administrative approval) shall be reviewed by the planning, zoning and historical appropriateness commission. The commission shall determine whether the request involved will be appropriate for the purposes of this title. If the request shall be determined to be inappropriate, the board shall determine whether, owing to conditions especially affecting the building or structure involved, but not affecting the historical district generally, such application may be approved without substantial detriment to the public welfare and without substantial derogation of the intent and purposes of this title.
- B. In reviewing an application, the planning, zoning and historical appropriateness commission shall consider in addition to this chapter:
 - 1. The historical and literary value and significance of the site, building, or structure;
 - 2. The general design, arrangement, texture, material and color of the features, sign or billboard involved;
 - 3. The relation of such factors to similar factors or sites, buildings and structures in the immediate surroundings;
 - 4. The appropriateness of the size and shape of the building or structure in relation to:
 - a. The land area upon which the building or structure is situated;
 - b. The landscaping and planting features proposed by the applicant; and
 - c. The neighboring sites, buildings or structures within the historical district.
 - 5. The commission shall also consider the applicable zoning and other laws of the town.

8.33.060 Development zone.

A development zone defines the immediate physical vicinity to be used to identify the historic character of a particular area and includes the predominant architectural style and design standards of existing structures together with their setting.

- A. Function of the Development Zone. The function of the development zone is to provide for historically appropriate development within an existing historic district by setting standards for both new construction and alterations to existing structures.

18.45.040 Development standards.

D. Yards.

- 3. In the event the structure meets UBC fire-resistive requirements, then the setback requirement for any yard in the C zone shall be a minimum of **three feet**.

N. Perimeter Wall or Fencing. A uniform six-foot high perimeter wall or fencing, measured from natural ground surface level, shall be installed by the subdivider and/or developer between commercial development in the C zone and adjacent residential development or adjacent agricultural development to provide privacy to the homeowner and protection to the farmer from urban encroachment. The wall/fence shall be maintained by the developer if so designated by covenant or other document or by the property owner. The planning and zoning commission shall determine if the standards and design proposed for the wall/fence are adequate and appropriate. Cross Reference: MTC 17.30.030, Alley location.

O. Wall, Fencing, Hedge, C Zone.

1. Height. A three-foot maximum height above natural ground surface level shall be permitted on any part of the required setback in the front yard and a four-foot maximum height above natural ground surface level shall be permitted on any part of the required set back in the side yards; provided, the height of such wall, fence or hedge is in accord with subsection (O)(2) of this section.
2. Clear Sight Triangle. There shall be no fence, wall, hedge or obstruction more than three feet above the street curb level or natural ground surface level at the edge of the street in the clear sight triangle, measured 30 feet in both directions on the property line from a corner.
3. Materials. Walls or fences constructed in the C zone must be built with the following materials only: stucco, brick, stone, wood, adobe or decorative iron. Decorative iron is defined as iron made from square or rectangular shaped iron and it may be used in the C zone for fencing alone or in combination with the other allowed materials mentioned above in this subsection.
4. Other Restrictions. All other restrictions and conditions appearing in MTC 18.60.340, Wall, fence, or hedge, and applying to the C zone are included here by reference.

The PZHAC will need to determine that the proposed fence will be consistent with other commercial fences in the Town. The PZHAC will also need to determine that the request, as submitted, is consistent with all other sections of the **Building and Zoning Codes** that may be applied to this project.

PZHAC ACTION:

The PZHAC determined that the proposed fence will meet the requirements of the Code and voted 4 – 1 to recommend APPROVAL of the request to the BOT with the following CONDITION:

2. **THE FENCE WILL BE INSTALLED SOLELY ON THE APPLICANT'S PROPERTY.**

BOT OPTIONS:

- Approve the application as recommended by the PZHAC.
- Approve the application with conditions.
- Reject the application.

BOT ACTION:

Doña Ana County, NM

General Reference Maps

2014 Aerial | Addresses | County Address Points

Select Search Type: Account Number | Enter Value:

Maps

Legend

Map Themes

- Parcels
- UDC Zoning
- Roads and Transportation
- NM House Districts
- NM Senate Districts
- County Commission Districts
- City Council Districts
- Median Household Income
- General Land Ownership

Account Number: [R0401239](#)
 Parcel Number: 400613722298
 Owner: CASA BLANKA IMPORTS LLC
 Mail Address: 3694 SANTA MARCELLA
 Subdivision: MERCADO DE LA
 MESILLA PHASE 3B (BK 20 PG 163-164
 - 0231702)
 Property Address:
 Acres: 0



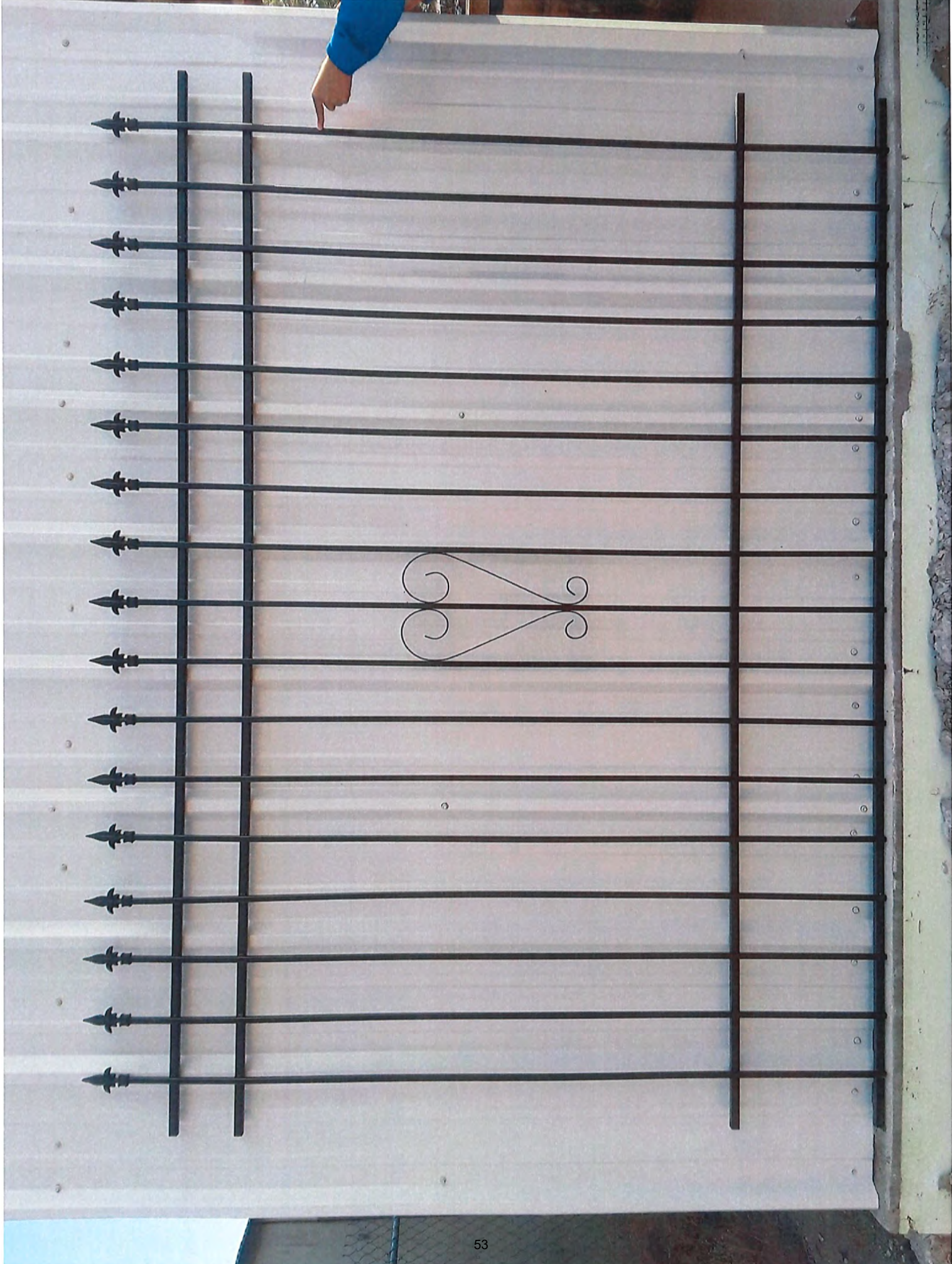


$\Delta = 72^\circ 30' 26''$
 $R = 68.50'$
 $L = 84.16'$
 $\text{Tan} = 48.77'$
 $\text{CH} = N 35^\circ 39' 06'' E$
 $78.65'$

$\Delta = 5^\circ 36' 54''$
 $R = 1403.14$
 $L = 143.39'$
 $\text{Tan} = 71.75'$
 $\text{CH} = N 03^\circ 24' 34'' W$
 $143.33'$

NOTE:





**TOWN OF MESILLA
ZONING APPROVAL**

OFFICIAL USE ONLY:
Case # 061176
Fee \$ 65.00

**PERMISSION TO CONDUCT WORK
OR
OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT FROM CID**

2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104

CASE NO. 061176 ZONE: C CODE: M1 APPLICATION DATE: 3/1/21

Blanca G. Huizar 915-226-7417
Name of Property Owner Property Owner's Telephone Number
3694 Santa Marcella Ave. Las Cruces NM 88012
Property Owner's Mailing Address City State Zip Code
huices@hotmail.com
Property Owner's E-mail Address

Contractor's Name & Address (If none, indicate Self)

Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: 1705 Tierra de Mesilla

Description of Proposed Work: Iron Fence around property perimeter

\$35000 Estimated Cost [Signature] Signature of Applicant 03-02-2021 Date

Signature of property owner: [Signature]

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and/or BOT before issuance of a zoning permit. Plan sheets are to be no larger than 11 x 17 inches or shall be submitted electronically.

FOR OFFICIAL USE ONLY

PZHAC Administrative Approval BOT Approved Date: _____
 Approved Date: _____ Disapproved Date: _____
 Disapproved Date: _____ Approved with Conditions
 Approved with conditions

PZHAC APPROVAL REQUIRED: YES ___ NO BOT APPROVAL REQUIRED: YES ___ NO

CID PERMIT/INSPECTION REQUIRED: YES ___ NO ___ SEE CONDITIONS

CONDITIONS: PZHAC & BOT APPROVAL REQUIRED
CID PERMIT REQUIRED

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

- THIS APPLICATION SHALL INCLUDE ALL OF THE FOLLOWING:
1. Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was LEGALLY subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
 2. Site Plan with dimensions and details.
 3. Foundation plan with details.
 4. Floor plan showing rooms, their uses and dimensions.
 5. Cross section of walls
 6. Roof and floor framing plan
 8. Proof of legal access to the property.
 9. Drainage plan.
 10. Details of architectural style and color scheme (checklist included for Historical zones) – diagrams and elevations.
 11. Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).
 12. Proof of legal access to the property.
 13. Other information as necessary or required by the City Code or Community Development Department (See other side.)

BOT ACTION FORM
BUILDING PERMIT 061177
[PZHAC REVIEW – 3/15/2021]
STAFF ANALYSIS

Item:

Case 061177 – 2510 Calle de Parian, submitted by Stephan Carrasco, a request for a zoning permit to allow installation of two antique wood gates and a six foot high rock wall to be constructed along the west edge of a residential property at this address. Zoned: Historic Residential (HR)

Staff Analysis:

The applicant would like to build a rock wall along the west property line of a residential property at this address (see attached site plan). The rock wall will replace an existing wood fence on the property line that is deteriorating. The wall will be part of an overall landscaping plan for the property and will match the existing walls along the north and east sides of the property. The gates on either side of the dwelling to the rear yard will be replaced by antique Mexican gates six feet wide and eight feet high. The wall will be six feet high by 1.5 feet wide on a two foot square footing (see construction diagram).

Estimated Cost: \$10,000.00

Consistency with the Code:

The PZHAC will need to determine that the proposed wall and gate is consistent with the following sections of the Code:

18.06.110 Review of applications within Historical and General Commercial zones – Considerations.

- A. All applications for work in the Historical zones and Commercial zone (not subject to administrative approval) shall be reviewed by the planning, zoning and historical appropriateness commission. The commission shall determine whether the request involved will be appropriate for the purposes of this title. If the request shall be determined to be inappropriate, the board shall determine whether, owing to conditions especially affecting the building or structure involved, but not affecting the historical district generally, such application may be approved without substantial detriment to the public welfare and without substantial derogation of the intent and purposes of this title.
- B. In reviewing an application, the planning, zoning and historical appropriateness commission shall consider in addition to this chapter:
 1. The historical and literary value and significance of the site, building, or structure;
 2. The general design, arrangement, texture, material and color of the features, sign or billboard involved;
 3. The relation of such factors to similar factors or sites, buildings and structures in the immediate surroundings;
 4. The appropriateness of the size and shape of the building or structure in relation to:
 - a. The land area upon which the building or structure is situated;
 - b. The landscaping and planting features proposed by the applicant; and
 - c. The neighboring sites, buildings or structures within the historical district.
 5. The commission shall also consider the applicable zoning and other laws of the town.

8.33.060 Development zone.

A development zone defines the immediate physical vicinity to be used to identify the historic character of a particular area and includes the predominant architectural style and design standards of existing structures together with their setting.

- A. Function of the Development Zone. The function of the development zone is to provide for historically appropriate development within an existing historic district by setting standards for both new construction and alterations to existing structures.

The PZHAC will need to determine that the proposed wall and gate will be consistent with other walls in the Town. The PZHAC will also need to determine that the request, as submitted, is consistent with all other sections of the **Building and Zoning Codes** that may be applied to this project.

PZHAC ACTION:

The PZHAC determined that the proposed wall will meet the requirements of the Code and voted 5 – 0 to recommend APPROVAL of the request to the BOT with the following CONDITION:

1. **PERMISSION IS FOR THE WALL ONLY, NOT THE GATES.**

BOT OPTIONS:

- **Approve the application as recommended by the PZHAC.**
- **Approve the application with conditions.**
- **Reject the application.**

BOT ACTION:

Doña Ana County, NM

General Reference Maps

2014 Aerial **Addresses** County Address Points

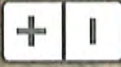
Select Search Type: Account Number **▼** Enter Value:

Maps **Legend**

Map Themes

- Parcels
- UDC Zoning
- Roads and Transportation
- NM House Districts
- NM Senate Districts
- County Commission Districts
- City Council Districts
- Median Household Income
- General Land Ownership

Account Number: [R0401199](#)
 Parcel Number: 4006138128035
 Owner: CARRASCO STEPHEN A
 Mail Address: 2510 CALLE DE PARIAN
 Subdivision: LUCERO TRACTS (BK 18
 PG 305 - 9516342)
 Property Address: 2510 CALLE DE
 PARIAN
 Acres: 0

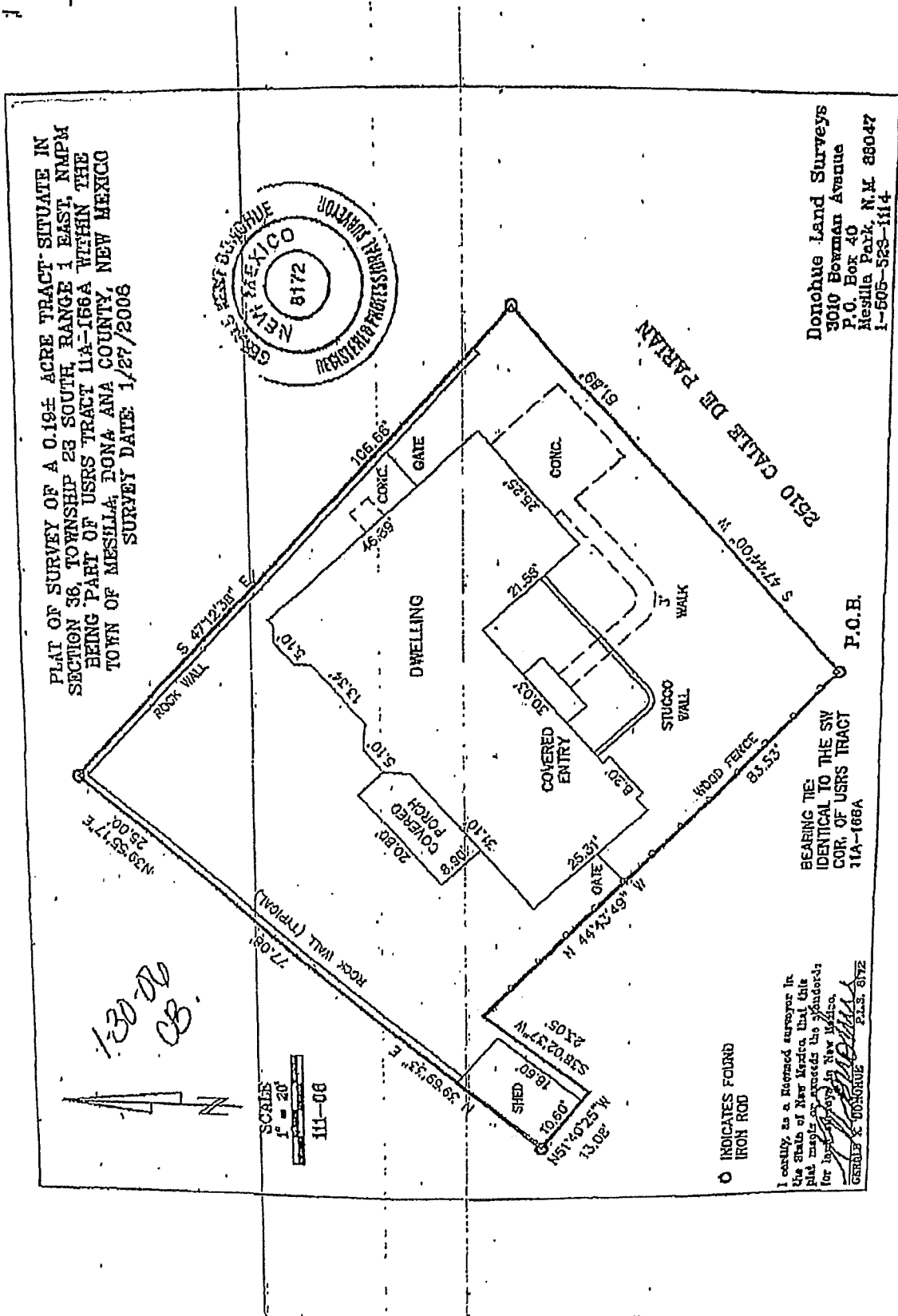


JAN. 30. 2006 3:29PM
 DONA ANA TITLE CO.

Donohue Land Surveys

5055288704

NO. 606 P. 2/3
 P. P.



1:30-00
 CB.

FOR: CARRASGO 2510 CALLE DE PARIAN

ROCK WALL

TAN; BUILT TO MATCH EXISTING
NORTH & EASTERN PROPERTY
WALLS.

FOOTING DETAIL

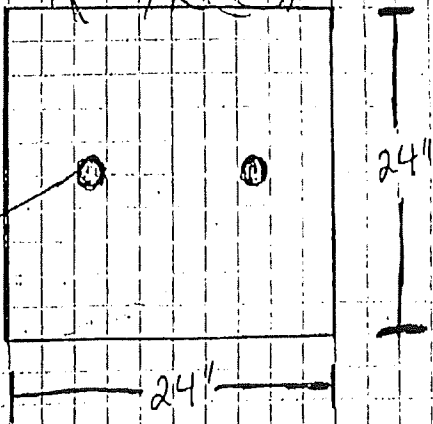


MORTAR
RATIO

3 Sand to 1 Cement

3000 psi
concrete mix

5/8" ^{thick}
Rebar



**TOWN OF MESILLA
ZONING APPROVAL**

OFFICIAL USE ONLY:
Case # 061177
Fee \$ 150.00

**PERMISSION TO CONDUCT WORK
OR
OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT FROM CID**

2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104

CASE NO. 061177 ZONE: UR CODE: R1 APPLICATION DATE: 2/11/21

Name of Property Owner: Toby & Stephen Carrasco Property Owner's Telephone Number: (505) 721-8859
 Property Owner's Mailing Address: P.O. Box W Mesilla City: Mesilla State: NM Zip Code: 88046
 Property Owner's E-mail Address: tristancarr@mac.com

Contractor's Name & Address (if none, indicate Self): M D M Custom Construction
 Contractor's Telephone Number: (575) 496-2392 Contractor's Tax ID Number: 26-2734360 Contractor's License Number: 384064

Address of Proposed Work: 2510 Calle De Panan

Description of Proposed Work: Replace unsightly broken wood fence along West property line with a rock wall to match existing rock walls around back property & East property lines to enhance the current eyesore. And
 Estimated Cost: \$ 10,000 Signature of Applicant: Toby Carrasco Date: 01/26/21

Signature of property owner: Toby Carrasco

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and/or BOT before issuance of a zoning permit. Plan sheets are to be no larger than 11 x 17 inches or shall be submitted electronically.

FOR OFFICIAL USE ONLY

PZHAC	<input type="checkbox"/> Administrative Approval	BOT	<input type="checkbox"/> Approved Date: _____
	<input type="checkbox"/> Approved Date: _____		<input type="checkbox"/> Disapproved Date: _____
	<input type="checkbox"/> Disapproved Date: _____		<input type="checkbox"/> Approved with Conditions
	<input type="checkbox"/> Approved with conditions		

PZHAC APPROVAL REQUIRED: YES NO BOT APPROVAL REQUIRED: YES NO
 CID PERMIT/INSPECTION REQUIRED: YES NO SEE CONDITIONS
 CONDITIONS: PZHAC & BOT APPROVAL REQUIRED

replace gate with 100 year old Mexican gates in the old Mesilla style

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

- THIS APPLICATION SHALL INCLUDE ALL OF THE FOLLOWING:
1. Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was LEGALLY subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
 2. Site Plan with dimensions and details.
 3. Foundation plan with details.
 4. Floor plan showing rooms, their uses and dimensions.
 5. Cross section of walls
 6. Roof and floor framing plan
 8. Proof of legal access to the property.
 9. Drainage plan.
 10. Details of architectural style and color scheme (checklist included for Historical zones) – diagrams and elevations.
 11. Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).
 12. Proof of legal access to the property.
 13. Other information as necessary or required by the City Code or Community Development Department (See other slide.)

The following are requirements to be included with all building permit applications for new structures or additions to existing structures, as well as other construction or fixtures that will be permanent in nature and affect the appearance or use of the property. (This includes fences, well houses, storage units, metal sheds, photo-voltaic panels that can be seen from the ground, etc.)

BUILDING PERMIT REQUIREMENTS

- A. Completed application, including:
1. Applicant's name
 2. Applicant/property owners contact information
 3. Physical address of property
 4. Description of work to be done, including dimensions of any construction or repairs
 5. Value of work to be done
 6. Property owner's signature on the application
- B. Include all information required in the checklist at the bottom of the application.

- C. Additional information required:

~~Rock wall installation 515 sq ft.
8 ft. high except in front for visual clearance on
street - no higher than 4 ft sloping upward to
match house's Santa Fe roof style.
Gates will have a dark cedar header 6'x8" stained to
match.~~

BOT ACTION FORM
BUILDING PERMIT 061179
[PZHAC REVIEW – 3/15/2021]
STAFF ANALYSIS

Item:

Case 061179 – 2532 Calle de Cura, submitted by Ralph Lucero; a request for a zoning permit to allow a small tool shed on a residential property at this address. Zoned: Historic Residential (HR)

Staff Analysis:

The applicant would like to build a small (80 square feet) wooden tool shed at the rear of a dwelling at this address. The shed will be located seven feet from the nearest property line and will be a portable structure that will not be anchored to the property (see attached construction plan). This will not be a permanent structure. There will not be electricity connected to the shed.

Estimated Cost: \$200.00

Consistency with the Code:

The PZHAC will need to determine that the proposed shed is consistent with the following sections of the Code:

18.06.110 Review of applications within Historical and General Commercial zones – Considerations.

- A. All applications for work in the Historical zones and Commercial zone (not subject to administrative approval) shall be reviewed by the planning, zoning and historical appropriateness commission. The commission shall determine whether the request involved will be appropriate for the purposes of this title. If the request shall be determined to be inappropriate, the board shall determine whether, owing to conditions especially affecting the building or structure involved, but not affecting the historical district generally, such application may be approved without substantial detriment to the public welfare and without substantial derogation of the intent and purposes of this title.
- B. In reviewing an application, the planning, zoning and historical appropriateness commission shall consider in addition to this chapter:
1. The historical and literary value and significance of the site, building, or structure;
 2. The general design, arrangement, texture, material and color of the features, sign or billboard involved;
 3. The relation of such factors to similar factors or sites, buildings and structures in the immediate surroundings;
 4. The appropriateness of the size and shape of the building or structure in relation to:
 - a. The land area upon which the building or structure is situated;
 - b. The landscaping and planting features proposed by the applicant; and
 - c. The neighboring sites, buildings or structures within the historical district.
 5. The commission shall also consider the applicable zoning and other laws of the town.

8.33.060 Development zone.

A development zone defines the immediate physical vicinity to be used to identify the historic character of a particular area and includes the predominant architectural style and design standards of existing structures together with their setting.

- A. Function of the Development Zone. The function of the development zone is to provide for historically appropriate development within an existing historic district by setting standards for both new construction and alterations to existing structures.

The PZHAC will need to determine that the proposed shed will be consistent with other walls in the Town. The PZHAC will also need to determine that the request, as submitted, is consistent with all other sections of the **Building and Zoning Codes** that may be applied to this project.

PZHAC ACTION:

The PZHAC determined that the proposed shed will meet the requirements of the Code and voted 5 – 0 to recommend APPROVAL of the request to the BOT.

BOT OPTIONS:

- Approve the application as recommended by the PZHAC.
- Approve the application with conditions.
- Reject the application.

BOT ACTION:

Doña Ana County, NM

General Reference Maps

2014 Aerial **Addresses** County Address Points

Select Search Type: Account Number **▼** Enter Value:

Maps **Legend**

Map Themes

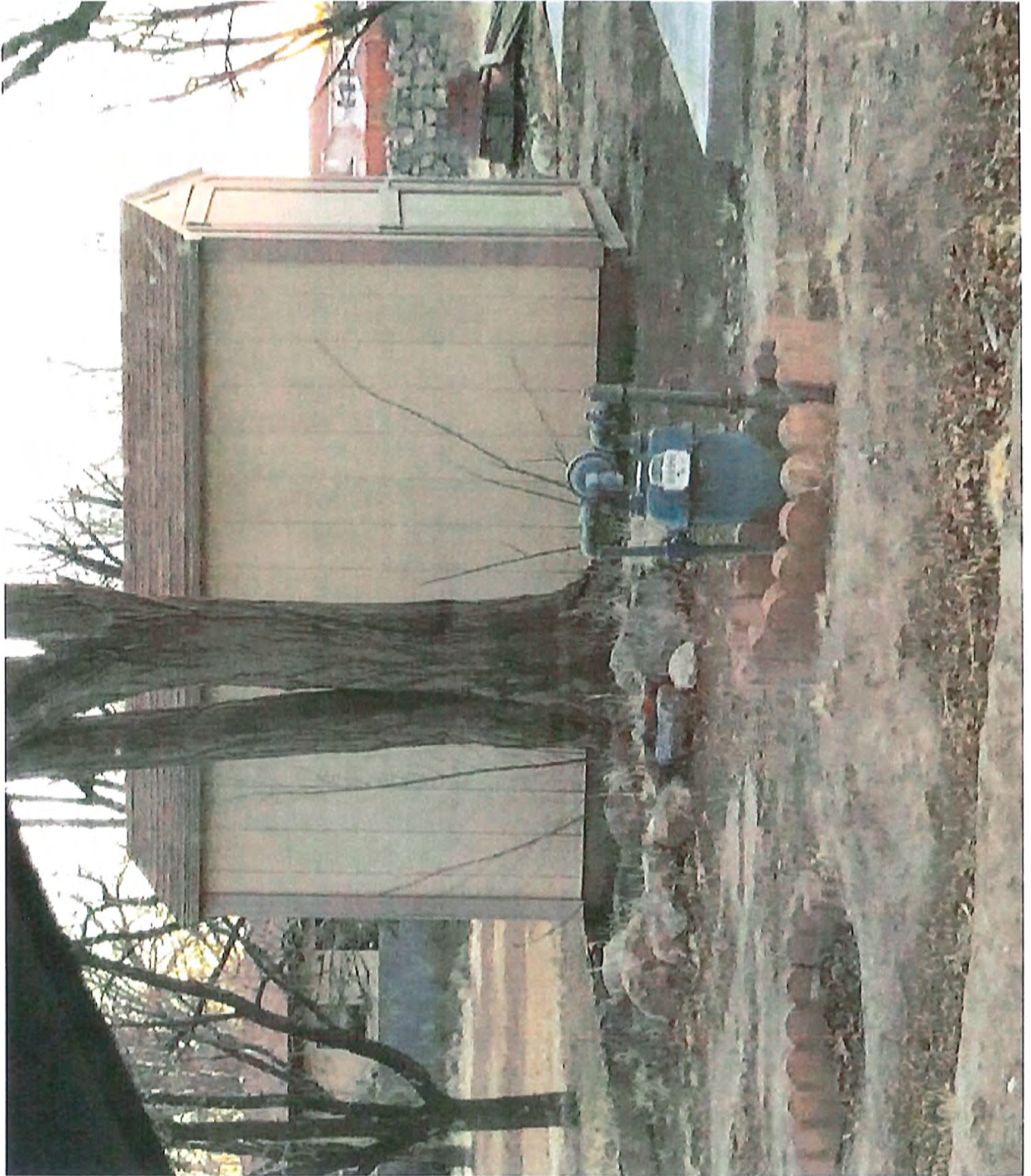
- Parcels
- UDC Zoning
- Roads and Transportation
- NM House Districts
- NM Senate Districts
- County Commission Districts
- City Council Districts
- Median Household Income
- General Land Ownership

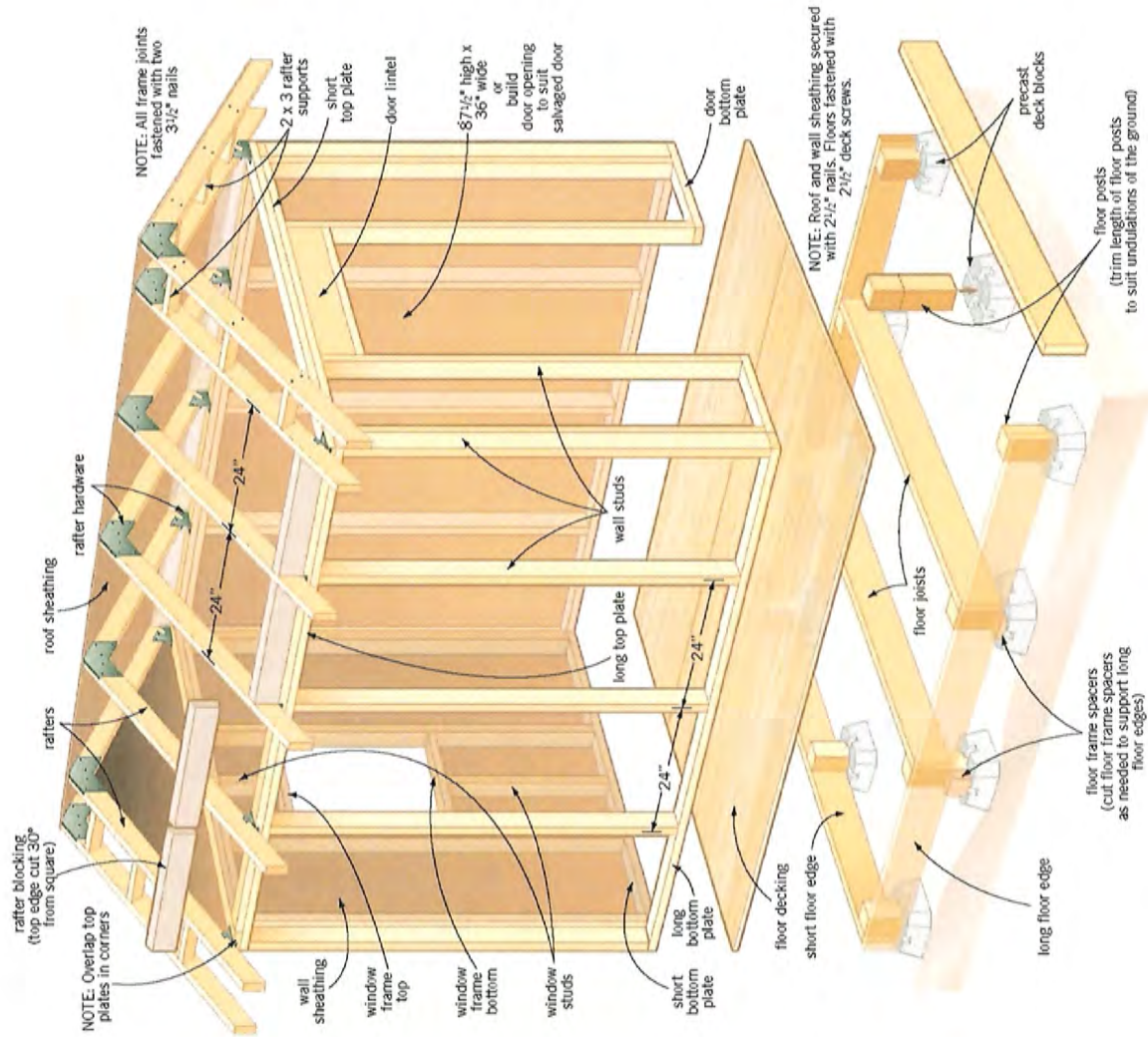
Account Number: **R0400500**
 Parcel Number: 4006138152093
 Owner: LUCERO RALPH L JR & ESTER L
 Mail Address: PO BOX 753
 Subdivision:
 Property Address: 2532 CALLE DE CURA #1-5
 Acres: 0



Doña







**TOWN OF MESILLA
ZONING APPROVAL**

OFFICIAL USE ONLY:

Case # 061179

Fee \$ 0.00

**PERMISSION TO CONDUCT WORK
OR
OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT FROM CID**

2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104

CASE NO. 061179 ZONE: R1R CODE: M1 APPLICATION DATE: 02/25/2021

Name of Property Owner Ralph Lucero Property Owner's Telephone Number (575) 644-3254

Property Owner's Mailing Address PO BOX 753 Mesilla Park NM 88047
City State Zip Code

Property Owner's E-mail Address anthony.lucero@comcast.net

Contractor's Name & Address (If none, indicate Self) self

Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: 2592 Calle de Cura Mesilla NM

Description of Proposed Work: storage shed, Brown/tan in color
10' x 8' APPROX.

Estimated Cost \$ 200.00 Signature of Applicant Ralph Lucero Date 02/25/2021

Signature of property owner: Ralph Lucero

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and/or BOT before issuance of a zoning permit. Plan sheets are to be no larger than 11 x 17 inches or shall be submitted electronically.

FOR OFFICIAL USE ONLY

PZHAC Administrative Approval BOT Approved Date: _____
 Approved Date: _____ Disapproved Date: _____
 Disapproved Date: _____ Approved with Conditions
 Approved with conditions

PZHAC APPROVAL REQUIRED: YES NO BOT APPROVAL REQUIRED: YES NO

CID PERMIT/INSPECTION REQUIRED: YES NO SEE CONDITIONS

CONDITIONS: PZHAC & BOT APPROVAL REQUIRED
CID PERMIT/INSPECTION MAY BE REQUIRED
TL

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

THIS APPLICATION SHALL INCLUDE ALL OF THE FOLLOWING:

1. Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was LEGALLY subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
2. Site Plan with dimensions and details.
3. Foundation plan with details.
4. Floor plan showing rooms, their uses and dimensions.
5. Cross section of walls
6. Roof and floor framing plan
8. Proof of legal access to the property.
9. Drainage plan.
10. Details of architectural style and color scheme (checklist included for Historical zones) – diagrams and elevations.
11. Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).
12. Proof of legal access to the property.
13. Other Information as necessary or required by the City Code or Community Development Department (See other side.)

BOT ACTION FORM
BUILDING PERMIT 061182
[PZHAC REVIEW – 3/15/2021]
STAFF ANALYSIS

Item:

Case 061182– 1717 Boutz Road, Apartments 3 & 4, submitted by John Wright; a request for a zoning permit to allow the applicant to repair and repaint the exterior stucco and close off two exterior doors on two apartments at this address. Zoned Historic Residential (HR).

Staff Analysis:

The applicant is in the process of renovating the insides of these two apartments (Permit 061168). Part of these renovations includes sealing off one exterior door in each apartment. The applicant will create a niche inside each apartment where the door had been located. The exterior locations of the doors will be framed in and covered with stucco to match the exterior of the structure. Other than sealing off the doors, there will be no other changes to the appearance of the exterior of the structure. The remainder of the stucco on the structure will be repaired and the structure repainted in a color that is identical or very similar to the existing color. There will be no changes to the existing style of the structure.

Estimated Cost: \$4,500.00

Consistency with the Code:

The PZHAC will need to determine that the proposed work is consistent with the following sections of the Code:

18.06.110 Review of applications within Historical and General Commercial zones – Considerations.

- A. All applications for work in the Historical zones and Commercial zone (not subject to administrative approval) shall be reviewed by the planning, zoning and historical appropriateness commission. The commission shall determine whether the request involved will be appropriate for the purposes of this title. If the request shall be determined to be inappropriate, the board shall determine whether, owing to conditions especially affecting the building or structure involved, but not affecting the historical district generally, such application may be approved without substantial detriment to the public welfare and without substantial derogation of the intent and purposes of this title.
- B. In reviewing an application, the planning, zoning and historical appropriateness commission shall consider in addition to this chapter:
1. The historical and literary value and significance of the site, building, or structure;
 2. The general design, arrangement, texture, material and color of the features, sign or billboard involved;
 3. The relation of such factors to similar factors or sites, buildings and structures in the immediate surroundings;
 4. The appropriateness of the size and shape of the building or structure in relation to:
 - a. The land area upon which the building or structure is situated;
 - b. The landscaping and planting features proposed by the applicant; and
 - c. The neighboring sites, buildings or structures within the historical district.
 5. The commission shall also consider the applicable zoning and other laws of the town.

8.33.060 Development zone.

A development zone defines the immediate physical vicinity to be used to identify the historic character of a particular area and includes the predominant architectural style and design standards of existing structures together with their setting.

- A. Function of the Development Zone. The function of the development zone is to provide for historically appropriate development within an existing historic district by setting standards for both new construction and alterations to existing structures.

PZHAC ACTION:

The PZHAC determined that the proposed work will meet the requirements of the Code and voted 5– 0 to recommend APPROVAL of the request to the BOT.

BOT OPTIONS:

- Approve the application as recommended by the PZHAC.
- Approve the application with conditions.
- Reject the application.

BOT ACTION:

Doña Ana County, NM

General Reference Maps

2014 Aerial | Addresses | County Address Points

Select Search Type: Account Number | Enter Value:

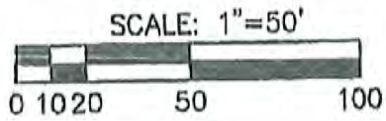
Maps

Legend

Map Themes
Parcels
UDC Zoning
Roads and Transportation
NM House Districts
NM Senate Districts
County Commission Districts
City Council Districts
Median Household Income
General Land Ownership

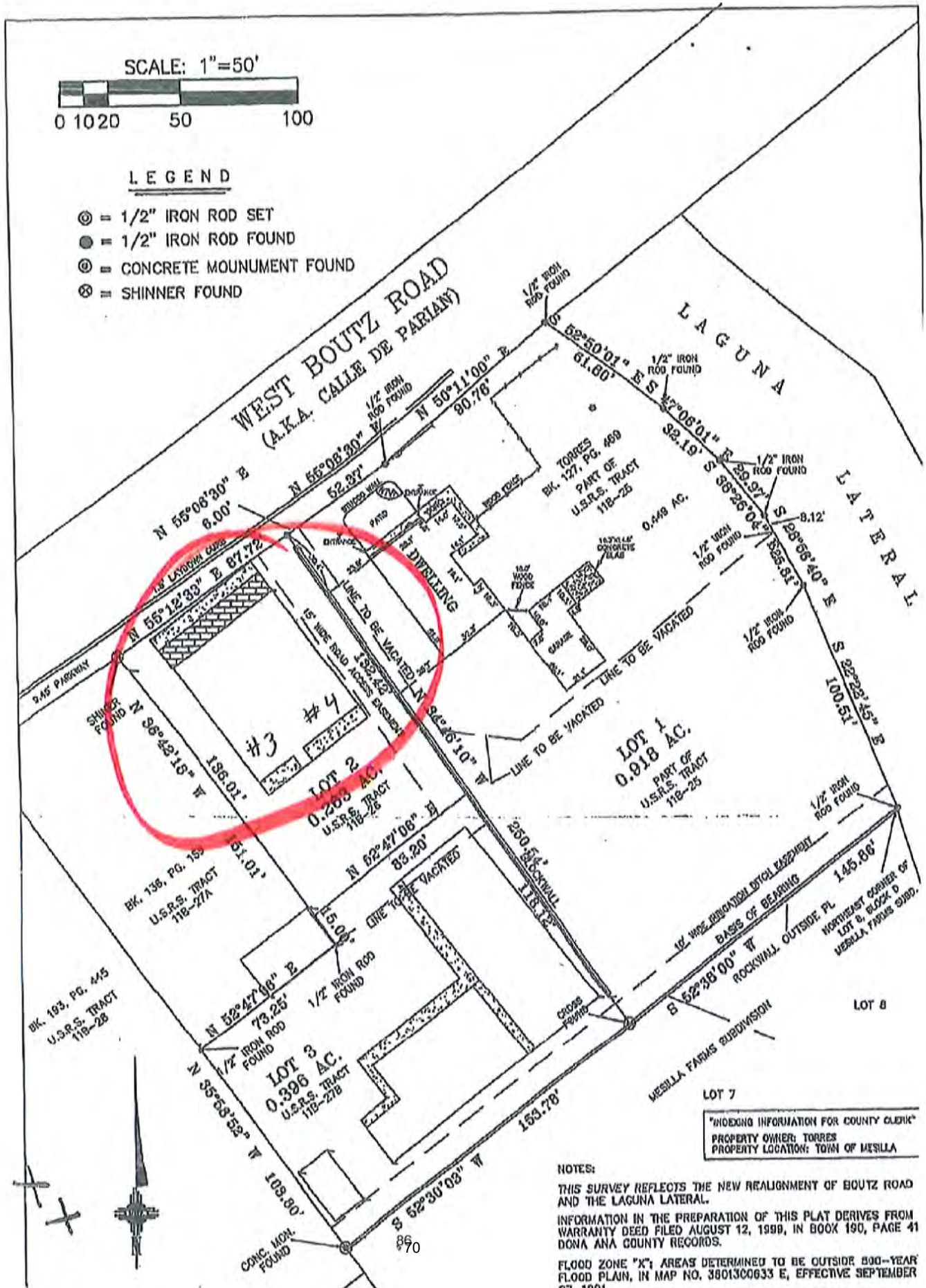
Account Number: [R0400981](#)
 Parcel Number: 4006137342407
 Owner: JOHN WRIGHT REVOCABLE TRUST DATED MARCH 21, 2017
 Mail Address: PO BOX 566
 Subdivision: PLAT OF SURVEY TOWN OF MESILLA (BK 24 PG 275 - 1729072)
 Property Address: 1717 W BOUTZ RD
 Acres: 0.25





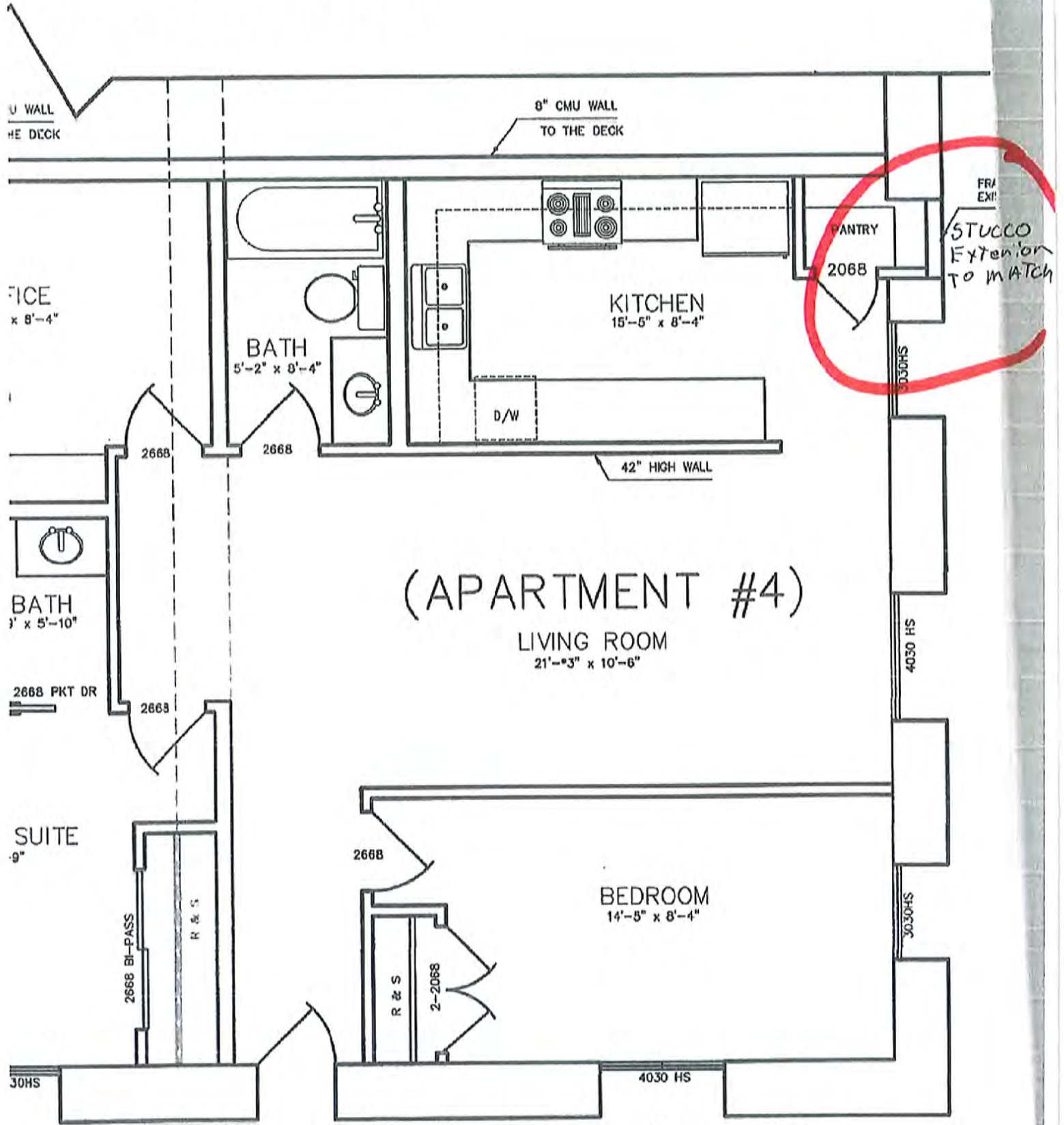
LEGEND

- ⊙ = 1/2" IRON ROD SET
- = 1/2" IRON ROD FOUND
- ⊙ = CONCRETE MOUNUMENT FOUND
- ⊗ = SHINNER FOUND

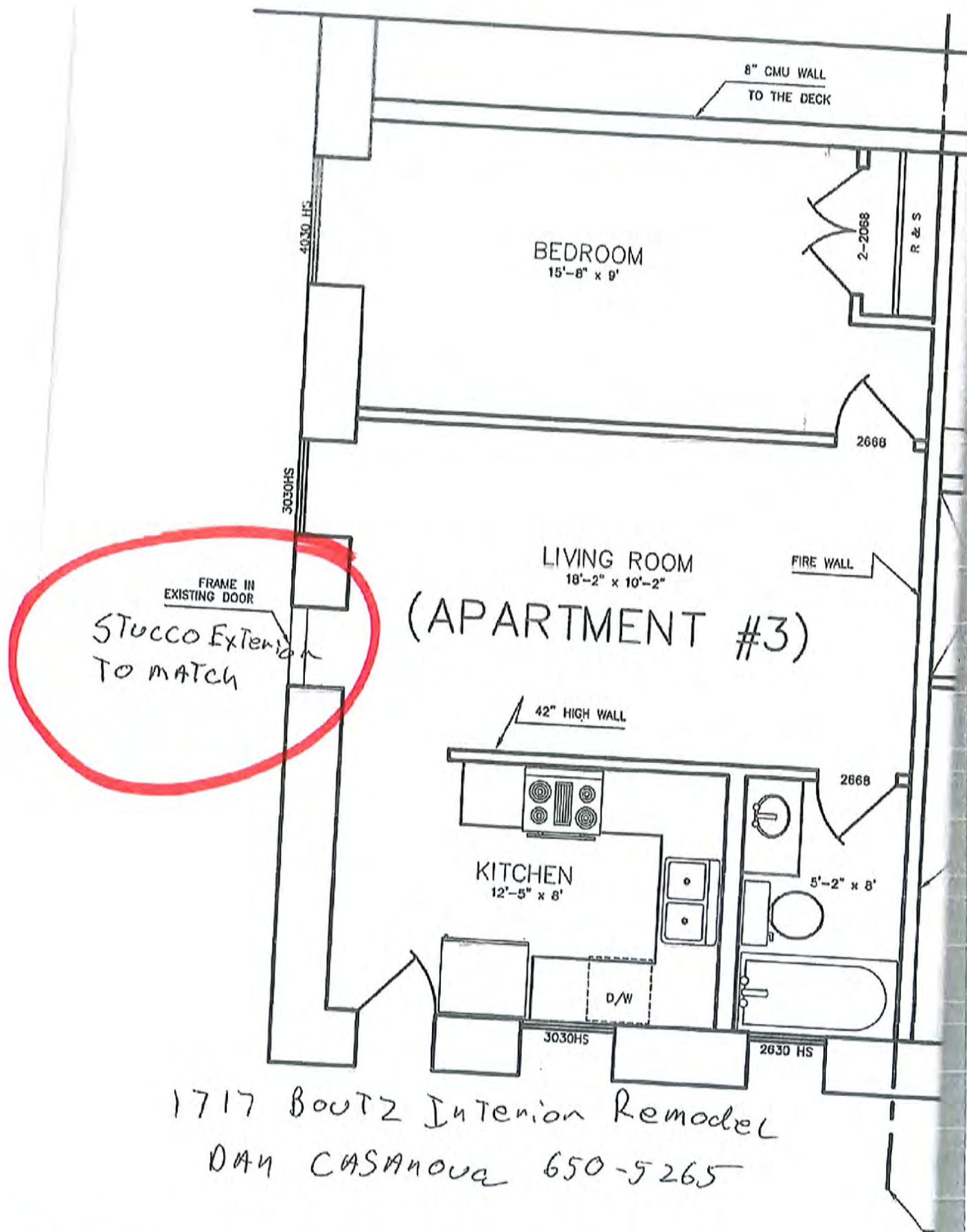


NOTES:
 THIS SURVEY REFLECTS THE NEW REALIGNMENT OF BOUTZ ROAD AND THE LAGUNA LATERAL.
 INFORMATION IN THE PREPARATION OF THIS PLAT DERIVES FROM WARRANTY DEED FILED AUGUST 12, 1998, IN BOOK 190, PAGE 41 DONA ANA COUNTY RECORDS.
 FLOOD ZONE "X"; AREAS DETERMINED TO BE OUTSIDE 500-YEAR FLOOD PLAIN, IN MAP NO. 38013C0033 E, EFFECTIVE SEPTEMBER 27 1991.

INTERIOR REMODEL



1717 BOUTZ Interior Remodel
DAN CASANOVA 650-5265



TOWN OF MESILLA
ZONING APPROVAL

OFFICIAL USE ONLY:
Case # 061182
Fee \$ 18.00

PERMISSION TO CONDUCT WORK
OR
OBTAIN A COMMERCIAL/RESIDENTIAL BUILDING PERMIT FROM CID

2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104

CASE NO. 061182 ZONE: AWR HR CODE: MKT M1 APPLICATION DATE: 3-2-2021

John Wright 575-644-8202
Name of Property Owner Property Owner's Telephone Number
Po Box 566 Mesilla NM 88046
Property Owner's Mailing Address City State Zip Code

John@lccboxbrewing.com
Property Owner's E-mail Address

Enchantment Custom Builders LLC DAN CASANOVA
Contractor's Name & Address (If none, indicate Self)
575-650-5265 83-0436954 92921
Contractor's Telephone Number Contractor's Tax ID Number Contractor's License Number

Address of Proposed Work: 1717 BOUTZ #3+4

Description of Proposed Work: EXTERIOR STUCCO REPAIR + NEW PAINT COLOR TO BE SAME AS EXISTING. FRAME IN TWO EXISTING DOORS + REPLACE WITH STUCCO TO MATCH
\$ 4500
Estimated Cost
Jan Casanova 3-2-21
Signature of Applicant Date

Signature of property owner: [Signature]

With the exception of administrative approvals, all permit requests must undergo a review process from staff, PZHAC and/or BOT before issuance of a zoning permit. Plan sheets are to be no larger than 11 x 17 inches or shall be submitted electronically.

FOR OFFICIAL USE ONLY

PZHAC Administrative Approval Approved Date: _____
 Approved Date: _____ Disapproved Date: _____
 Disapproved Date: _____ Approved with Conditions
 Approved with conditions

PZHAC APPROVAL REQUIRED: YES ___ NO BOT APPROVAL REQUIRED: YES ___ NO

CID PERMIT/INSPECTION REQUIRED: ___ YES ___ NO SEE CONDITIONS

CONDITIONS: PZHAC + BOT APPROVAL REQUIRED
CID PERMIT MAY BE REQUIRED

PERMISSION ISSUED/DENIED BY: _____ ISSUE DATE: _____

THIS APPLICATION SHALL INCLUDE ALL OF THE FOLLOWING:

1. Plot plan with legal description to show existing structures, adjoining streets, driveway(s), improvements & setbacks. Verification shall show that the lot was LEGALLY subdivided through the Town of Mesilla or that the lot has been in existence prior to February 1972.
2. Site Plan with dimensions and details.
3. Foundation plan with details.
4. Floor plan showing rooms, their uses and dimensions.
5. Cross section of walls
6. Roof and floor framing plan
8. Proof of legal access to the property.
9. Drainage plan.
10. Details of architectural style and color scheme (checklist included for Historical zones) – diagrams and elevations.
11. Proof of sewer service or a copy of septic tank permit; proof of water service (well permit or statement from the Public Utility providing water services).
12. Proof of legal access to the property.
13. Other Information as necessary or required by the City Code or Community Development Department (See other side.)

BOT ACTION FORM
BUILDING PERMIT 061184
[PZHAC REVIEW – 3/15/2021]
STAFF ANALYSIS

Item:

Case 061184 – 2309 #3 Calle de Santiago, submitted by Jennifer Tyson for “Co-Lab Artisans Loft”; a request for a sign permit to allow the applicant to install an on-premise directory sign on part of a commercial property on which the store is located. Zoned Historic Commercial (HC).

Staff Analysis:

The applicant would like to change the content of a directory sign located at the corner of Calle de Guadalupe and Calle de Santiago that was previously approved by the PZHAC for another business that had been at the applicant’s location in order to alert customers to the existence of her shop around the corner on Calle de Santiago. (This same sign was originally approved by the PZHAC and used by the Tea shop “Be Infused” when it was located in the same location on Calle de Santiago as the applicant’s shop.) The sign is located on the same premises as the applicant’s shop. There are a two other tenants on this property.

Estimated Cost: \$150.00

Consistency with the Code:

The PZHAC will need to determine that the wall will be consistent the following section of the Code:

18.65.165 Directory signs.

- A. A directory sign may be permitted for a building or development where there is more than one business or tenant. A directory sign may be a wall sign, projecting sign, or freestanding sign, provided the sign complies with all requirements for the type of sign.
- B. A directory sign shall be limited to 15 square feet in area for signs located in the Historical Commercial (H-C zone) zone and 25 square feet in area for signs located in the Commercial (C) zone.
- C. All directory signs shall be located on the premises where the businesses are located.
- D. A directory sign may list all businesses or only the building or development name.
- E. Each business may have one individual sign in addition to the identification on the directory sign, in accordance with the sign regulations and all other laws and ordinances.

The PZHAC will need to determine that the proposed wall will be consistent with signs in the Town. The PZHAC will also need to determine that the request, as submitted, is consistent with all other sections of the **Building and Zoning Codes** that may be applied to this project.

PZHAC ACTION:

The PZHAC determined that the proposed sign will meet the requirements of the Code and voted 5 – 0 to recommend APPROVAL of the request to the BOT.

BOT OPTIONS:

- Approve the application as recommended by the PZHAC.
- Approve the application with conditions.
- Reject the application.

BOT ACTION:

Doña Ana County, NM

General Reference Maps

2014 Aerial | Addresses | County Address Points

Select Search Type: Account Number | Enter Value:

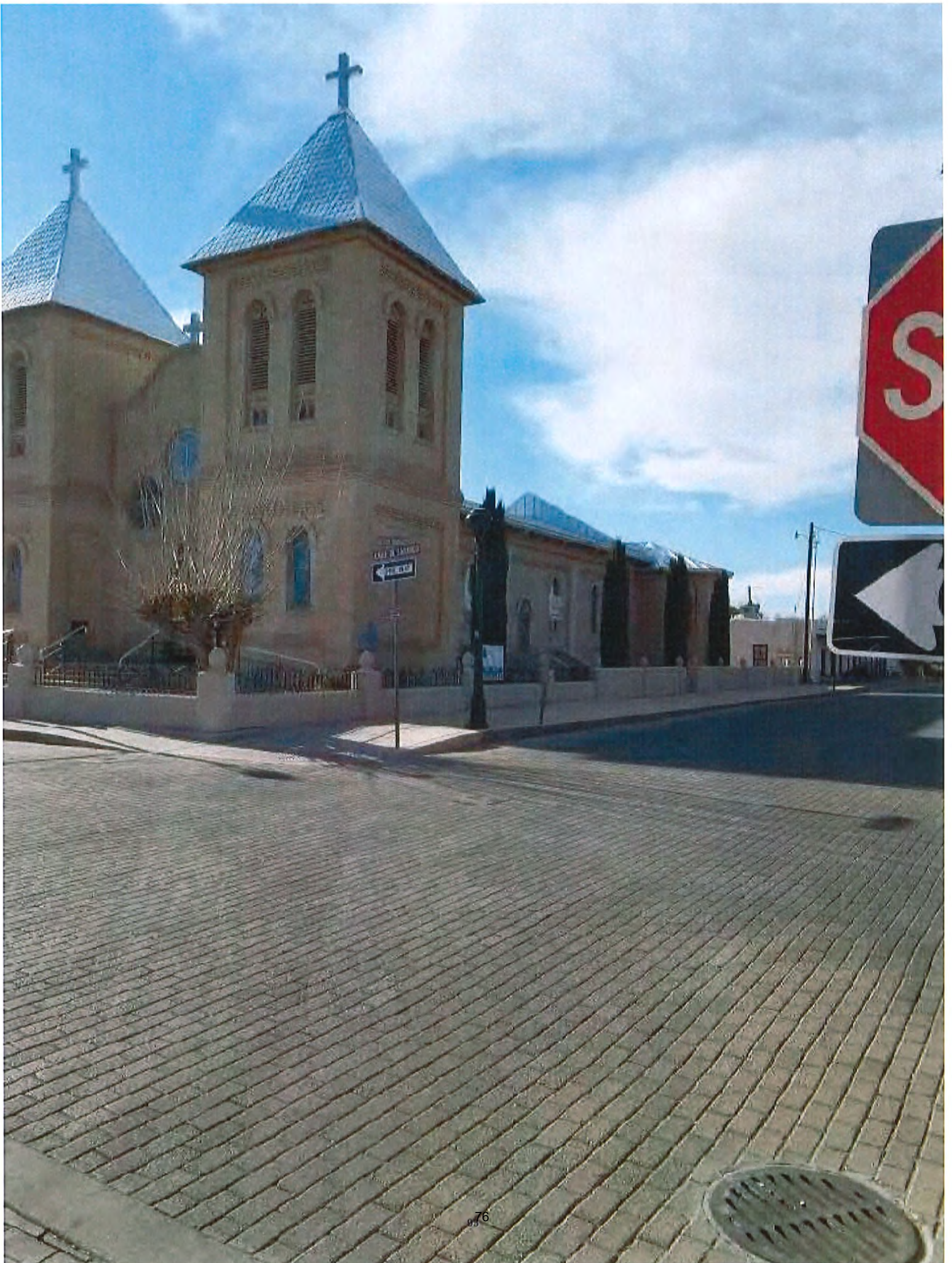
Maps

Legend

- Map Themes**
- Parcels
- UDC Zoning
- Roads and Transportation
- NM House Districts
- NM Senate Districts
- County Commission Districts
- City Council Districts
- Median Household Income
- General Land Ownership

Account Number: [R0400318](#)
 Parcel Number: 4006137236430
 Owner: TAFOYA LARRY R & VIOLA P
 Mail Address: PO BOX 1315
 Subdivision:
 Property Address: 2309 CALLE DE
 GUADALUPE #UNIT A-B
 Acres: 0









OFFICIAL USE ONLY:

Case # 061184

Fee \$ 30.00

CASE NO. 061184 ZONE: MC APPLICATION DATE: 3/11/21

Co-Lab Artisans Loft
Business Name 575-649-9344
Business Telephone Number

2309 #3 Calle de San Albin Mesilla
Business Address City NM State 88046 Zip Code

Jennifer Tyson / Kerry Carmone
Applicant Name 575-680-8649 / 575-649-9344
Applicant Telephone/Cell Number

3548 Evg La has Couces
Mailing Address City NM State 88012 Zip Code

Description of sign: Metal Arrow sign, Chalk paint - white
Metal frame / ~~black~~ Black backboard

Please include dimensions, lettering, shape, material, texture, colors, and/or finish to be used on the diagram below.



Colors: white chalk / metal frame

FOR OFFICIAL USE ONLY

- | | | | |
|-------|---|-----|---|
| PZHAC | <input type="checkbox"/> Administrative Approval | BOT | <input type="checkbox"/> Approved Date: _____ |
| | <input type="checkbox"/> Approved Date: _____ | | <input type="checkbox"/> Disapproved Date: _____ |
| | <input type="checkbox"/> Disapproved Date: _____ | | <input type="checkbox"/> Approved with Conditions |
| | <input type="checkbox"/> Approved with conditions | | |

CONDITIONS: PZHAC + BOT APPROVAL REQUIRED

PERMIT ISSUED BY: _____ ISSUE DATE: _____

Community Development Department
2231 Avenida de Mesilla, P.O. Box 10, Mesilla, NM 88046 (575) 524-3262 ext. 104
www.mesilla-nm.gov

TOWN OF MESILLA & LAS CRUCES PUBLIC SCHOOLS

SERVICE AGREEMENT

SCHOOL RESOURCE OFFICER and COMMUNITY SERVICES OFFICER SERVICES

This Agreement is made, **this 17th day of March, 2021**, by and between the LAS CRUCES PUBLIC SCHOOL DISTRICT (hereinafter "School District"), and the TOWN OF MESILLA on behalf of the MESILLA MARSHAL'S DEPARTMENT (hereinafter "Mesilla Marshal's Department") as follows:

WITNESSETH:

WHEREAS, the Mesilla Marshal's Department agrees to provide the School District a School Resource Officer (SRO) and Community Service Officer (CSO) Program in the School District; and

WHEREAS, the School District and the Mesilla Marshal's Department desire to set forth in this SRO/SCO Agreement the specific terms and conditions of the services to be performed and provided by the SRO/CSO s in the School District;

WHEREAS, it is understood by both parties that the role of the SRO is to improve school safety and avoid inappropriate referrals **by School Administration** to law enforcement: and

WHEREAS, it is understood by both parties that the intent to renew is to be identified by May of the year in which the contract is put into place:

NOW, THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. Cost of the SRO/CSO Program

The School District agrees to reimburse the TOWN OF MESILLA for the cost of the SRO/CSO Program on a flat fee basis \$548.00 per day. The fee shall be paid in monthly installments beginning on March 17, 2021 of this year. Annual increases shall be based on an assessment of the actual costs from the previous year.

2. Employment of School Resource Officers/Community Service Officers
 - A. The SRO/CSO s shall be employees of the Mesilla Marshal's Department and shall be subject to the administration, supervision, and control of the Mesilla Marshal's Department.
 - B. The SRO/CSO s shall be subject to all personnel policies and practices of the Mesilla Marshal's Department except as such policies or practices may be modified by the terms and conditions of this Agreement.
 - C. The Mesilla Marshal's Department, in its sole discretion, shall have the power and authority to hire, discharge, and discipline SRO/CSO s.
 - D. If a principal is dissatisfied with and SRO/CSO who has been assigned to that principal's school, then that principal may request through the Superintendent **or Designee** that the Marshall **address specific performance related issues or possibly** assign a different officer as the SRO/CSO for that school.
 - E. One CSO shall be assigned to Zia Middle School and One SRO shall be assigned to Rio Grande Preparatory Institute. This current Agreement relates to (1) SRO and (1) CSO position.
 - F. The School District shall provide office space, office supplies, and access to a computer with internet access.

3. Duty Hours

- A. The SRO/CSO shall spend the majority of their hours at schools, it is the intent of the parties that the SRO/CSO s duty hours shall conform to the school day, student lunch schedule, and **LCPS School Year calendar**. The School District requires law enforcement presence at Rio Grande Preparatory Institute (2) hours in the morning, (1) hour at lunch and (2) hours in the afternoon.
- B. It is understood and agreed that time spent by SRO/CSO s attending municipal court, juvenile court, and/or criminal cases arising from and/or out of their employment as an SRO/CSO shall be considered as hours worked under this Agreement. **In the event of an emergency situation/circumstances requiring the SRO/CSO to leave the campus the on-duty officer will make every attempt to notify LCPS Administration before leaving their school post. LCPS Director of Public Safety will work**

collaboratively with the Mesilla Marshalls office to address absences and possible make-up of time as needed.

- C. In the event an SRO/CSO is absent from work for a full day or more, the SRO/CSO shall notify his or her supervisor in the Mesilla Marshal's Department, ~~LCPS Director of Public Safety,~~ and the principal of the school to which the SRO/CSO is assigned. The Mesilla Marshal's Department will assign another SRO/CSO or qualified officer, if available, to substitute for the SRO/CSO who is absent.
- D. In the event and SRO/CSO is required to leave their assigned school during a work day, the SRO/CSO shall notify his or her supervisor in the Mesilla Marshal's Department and the principal of the school to which the SRO/CSO is assigned.

4. Term of Agreement

The initial term of this Agreement commencing on the **March 17, 2021** and ending on the **26th day of May, 2021**, however, should either party encounter budgetary constraints that make the continuation of this agreement impractical, then either party may cancel this agreement upon **ninety-day notice** to the other. **This agreement shall be reviewed by both parties, make recommended adjustments, and taken through the renewal process to the appropriate governing bodies. Either party may request termination or modification of this agreement.** This request will be made in writing.

5. Duties of School Resource Officers

The SRO/CSO s duties will include, but not be limited to, the following:

- A. To be an extension of the principal's office for assignments consistent with this Agreement.
- B. To be a visible, active law enforcement figure on campus dealing with law enforcement matters.
- C. To provide a safe environment as to law enforcement matters on public school property.
- D. To provide a classroom resource for law enforcement education using approved materials.

- E. To be a resource for students which will enable them to be associated with a law enforcement figure and role model in the student's environment.
- F. To be a resource for teachers, parents, and students for conferences on an individual basis dealing with individual problems or questions, particularly in the area of substance abuse.
- G. To make appearances before parent groups and other groups associated with the campus and as a speaker on a variety of requested topics, particularly drug and alcohol abuse.
- H. To complete and provide a monthly activity report to the Mesilla Marshal's Department, to the Director of Public Safety, and to the principal of the assigned school. This report will include the activities of the SRO/CSO on campus for that specific month.
- I. The SRO/CSO will only be involved in school discipline when it pertains to preventing a disruption that would, if ignored, place students, faculty, and staff at risk of harm; the SRO/CSO will resolve the problem to preserve the school climate. Law enforcement approaches (such as arrest, citations, ticketing, or court referrals) shall be used only as a last resort, handled in a confidential and non-disruptive manner when possible, and never to address instances of non-violent behavior that do not pose a serious and immediate threat to school safety.
- J. The disciplining of students is a School District responsibility, and the SRO/CSO will only assist when requested by the principal for safety concerns. **Except for such requests, the SRO shall not become involved in routine school disciplinary matters, such as tardiness, loitering, use of profanity, and dress code violations that do not rise to the level of a serious or immediate threat to safety.**
- K. It will be the responsibility of the SRO/CSO to report all crimes originating on the school campus. Information on cases that are worked off-campus by the Mesilla Marshal's Department or other agencies involving students on a campus served by an SRO/CSO will be provided to the SRO/CSO, but the SRO/CSO will not normally be actively involved in off-campus (incidents) investigation (s).

- L. The SRO/CSO will share information with the LCPS Director of Public Safety or principal/designee about persons and conditions that pertain to campus safety concerns.
- M. The SRO/CSO will be familiar with helpful community agencies, such as mental health clinics, drug treatment centers, etc., that offer assistance to dependency and delinquency-prone youths and their families. Referrals will be made when necessary.
- N. The SRO/CSO and the principal will develop plans and strategies to prevent and/or minimize dangerous situations which might result in student unrest.
- O. The SRO/CSO will coordinate all of his/her activities with the principal and staff members concerned and will seek permission, guidance, and advice prior to enacting any programs within the school.
- P. The SRO/CSO may be asked to provide community wide crime prevention presentations that include, but are not limited to:
- Drugs and the law-Adult and juvenile
 - Alcohol and the law-Adult and juvenile
 - Safety Programs-Adult and juvenile
 - Sexual Assault Prevention
 - Bullying Prevention Education
 - Assistance in other crime prevention programs as assigned
- Q. The SRO/CSO s will wear their department authorized duty weapons in accordance with departmental policy.
- R. The Mesilla Marshal's Department, in coordination with the School District shall provide training and support to the SRO on: LCPS policies, regulations, and procedures (i.e. positive behavior supports, restorative practices), how to distinguish between, and appropriately respond to, disciplinary infractions versus major threats to safety or serious criminal conduct; how to engage students and how to support positive, productive behaviors; basic childhood and adolescent development; age-appropriate responses; disability issues; conflict resolution and de-escalation techniques; bias-free policing; and identification of and referral for services for those students exposed to trauma and violence. Training shall

be provided on a regular schedule as determined by the School District and the Mesilla Marshal's Department.

- S. The SRO shall provide reports and data to the School District, as requested by the School District, for use in analyzing the effectiveness of intervention policies. Such data may include school-based arrests, citations, searches, and referrals to law enforcement or court.
- T. The SRO shall participate in any School District training regarding the restraint and seclusion law, NMSA 1978, § 22-5-4.12.
- U. This Agreement is subject to the Board of Education Policy JB, Access to Education and Protections for Immigrant Students. All provisions of that policy must be followed, including the requirement that there shall be no enforcement of federal immigration law on District property.

6. Chain of Command

- A. As employees of the Mesilla Marshal's Department, SRO/CSO s will be subject to the chain of command of the Mesilla Marshal's Department.
- B. In the performance of their duties, SRO/CSO s shall coordinate and communicate with the LCPS Director of Public Safety and the principal or the principals' designee of the school to which they are assigned.

7. Transporting Students

- A. SRO/CSO s shall not transport students in Mesilla Marshal's Department vehicles except:
 - (1) When the students are victims of a crime, under arrest, or some other emergency circumstances exist; and
 - (2) When students are suspended and/or sent home from school pursuant to school disciplinary actions; and the student's parent or guardian has refused or is unable to pick up the child within a reasonable time period; and the student is disruptive/disorderly and his/her continued presence on campus is a threat to the safety and welfare of other students and school personnel.
- B. Students shall not be transported to any location unless it is determined that the student's parent, guardian, or custodian is at the destination to

which the student is being transported. SRO/CSO s shall not transport students in their personal vehicles.

- C. SRO/CSO s shall notify school personnel upon removing a student from campus.

8. Access to Education Records

- A. School officials shall allow SRO/CSO s to inspect and copy any public records maintained by the school to the extent allowed by law.
- B. If some information in a student's record is needed in an emergency to protect the health or safety of the student or other individuals, school officials shall disclose to the SRO/CSO that information which is needed to respond to the emergency situation based on the seriousness of the threat to someone's health or safety; the need of the information to meet the emergency situation and the extent to which time is of the essence.
- C. If confidential student record information is needed by an SRO/CSO, but no emergency situation exists, the information may be released only as allowed by law.

9. Insurance and Liability

The TOWN OF MESILLA, pursuant to the authority conferred by the New Mexico Tort Claims Act, has established a self-funded, self-administered program for General Liability, Auto Liability, and Worker's Compensation claim against the TOWN OF MESILLA and its employees under the New Mexico Tort Claims Act. The program is funded at a level believed by management of the TOWN OF MESILLA under the Act to be adequate during the term of this Agreement for the SRO/CSO s in performance of his or her law enforcement duties to provide coverage in an amount equal to or exceeding that required under the New Mexico Tort Claims Act at N.M. Stat. Ann. § 414-19 (2004) as amended or recodified in the future.

No Party to this Agreement shall be responsible for the liability incurred as a result of the other Party's acts or omissions in connection with this Agreement or in performance under this Agreement. Any liability incurred in connection with this Agreement or the acts of omissions of a Party performing under the Agreement is specifically subject to the immunities and limitations of the New Mexico Tort Claims Act, N.M. Stat. Ann. SS 41-

4-1 et seq. (1978), as the same may be amended or recodified from time to time.

This Agreement contains the understanding between TOWN OF MESILLA and the SCHOOL DISTRICT only and shall not create or confer on any other person or entity any right or benefit, substantive or procedural, enforceable at law or otherwise against the named parties, their officers, directors, employees, agents, representatives, attorneys, contractors, subcontractors, consultants, or advisors.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first written above.

For the TOWN OF MESILLA:

For the LAS CRUCES PUBLIC SCHOOLS:

Mesilla Marshal

Superintendent

MESILLA MARSHAL’S DEPARTMENT

LAS CRUCES SCHOOL DISTRICT #2

TOWN OF MESILLA MAYOR

Approved as to form:

TOWN OF MESILLA Attorney

TOWN OF MESILLA

SCHOOL DISTRICT Attorney

LAS CRUCES PUBLIC SCHOOLS