



**THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A WORK SESSION ON MONDAY, APRIL 26, 2021 AT 5:00 P.M., VIA TELECONFERENCE 1-346-248-7799, MEETING ID 983-7900-0389 PASSWORD 971704.**

1. Discussion regarding Colonia's designation. – Jay Armijo, South Central Council of Governments.
2. Discussion regarding Town of Mesilla FY 22 budget. – Cynthia Stoechner-Hernandez, Clerk/Treasurer.

**THE BOARD OF TRUSTEES OF THE TOWN OF MESILLA WILL HOLD A REGULAR MEETING ON MONDAY, APRIL 26, 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. PRESENTATIONS:
  - a) Presentations to Roman Prieto and Judy Houston for their dedicated service on the Planning, Zoning and Historical Appropriateness Commission. – Board of Trustees.
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](mailto:cynthias-h@mesillanm.gov) 24 hours in advance to 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.**
6. CLOSED SESSION – pursuant to NMSA 1978 Chapter 10-15-1(H)(2): discussion limited to personnel matters in the Public Works/Marshal's Departments.
7. STATEMENT REGARDING CLOSED SESSION AND ROLL CALL VOTE – discussion during the closed session was limited to personnel matters in the Public Works/Marshals' departments pursuant to NMSA 1978 Chapter 10-15-1(H)(2). – Board of Trustees.
8. ACTION ON ITEMS FROM CLOSED SESSION – the board may act on items discussed in closed session limited to personnel matters in the Public Works pursuant to NMSA 1978 Chapter 10-15-1(H)(2). – Board of Trustees.
9. 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 April 12, 2021.
  - b) \*PZHAC Case 061203 – 2149 Calle de Guadalupe, submitted by Andrea Schneider; a request for a zoning permit to repair and repaint the stucco on a dwelling at this address. Zoned: Historic Residential (HR).
  - c) \*PZHAC Case 061204 – 2149 Calle de Guadalupe, submitted by Andrea Schneider; a request for a zoning permit to install a fence around the rear and sides of a residential property at this address. Zoned: Historic Residential (HR).
  - d) \*PZHAC Case 061205 – 2593 Calle de Cura, submitted by Gary Ramsey; a request for a zoning permit to re-stucco and repaint a secondary dwelling at this address. Zoned: Historic Residential (HR).
10. NEW BUSINESS:
  - a) For Approval: a contract with Edward Lerma for consultation services relating to administration and procedures in the Marshal's Department. – Nora L. Barraza, Mayor.
11. BOARD OF TRUSTEE COMMITTEE REPORTS
12. BOARD OF TRUSTEE/STAFF COMMENTS
13. 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 you remain on mute unless requested to speak.

Posted 04/23/2021 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. A copy of the agenda packet can be found online at [www.mesillanm.gov](http://www.mesillanm.gov).



# Town of Mesilla, New Mexico

**BOARD OF TRUSTEES  
TOWN OF MESILLA  
CLOSED SESSION  
MONDAY, APRIL 12, 2021  
5:30 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  
Jesus Caro, Trustee  
Veronica Garcia, Trustee

**STAFF:** Cynthia Stoechner-Hernandez, Town Clerk/Treasurer  
Rod McGillivray, Public Works Director  
Edward Lerma, Marshal

- 1. CLOSED SESSION** – pursuant to NMSA 1978 Chapter 10-15-1(H)(2): discussion limited to personnel matters in the Public Works and the Marshal’s Department.

**BOARD OF TRUSTEES  
TOWN OF MESILLA  
REGULAR MEETING  
MONDAY, APRIL 12, 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  
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.

1           **3. CHANGES TO THE AGENDA & APPROVAL**

2       **Motion: To approve agenda, Moved by Trustee Arzabal, Seconded by Trustee Garcia.**

3  
4       **Roll Call Vote:** Motion passed (summary: Yes =4).

5       Mayor Pro-Tem Johnson-Burick   Yes

6       Trustee Arzabal   Yes

7       Trustee Caro   Yes

8       Trustee Garcia   Yes

9  
10           **4. PRESENTATIONS:**

- 11           a) A proclamation declaring April 19- 25<sup>th</sup> as “Restaurant Appreciation Week” in the Town of  
12           Mesilla- **Requested by Russell Hernandez, Salud de Mesilla.**

13       Mr. Hernandez read proclamation declaring April 19<sup>th</sup> – 25<sup>th</sup> as “Restaurant Appreciation Week” in the Town of  
14       Mesilla. Encouraged everyone to support the local restaurants.

15       Mayor Barraza thanked Mr. Hernandez for his efforts; praised the restaurants and its owners.

16  
17           **5. PUBLIC INPUT** – The public is invited to address the Board for up to 3 minutes.

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

21       Mr. Hernandez gave an update on the recent Experience Mesilla Music Festival. He gave kudos to Ms.  
22       McGinley for spearheading the festival and the businesses for their participation. July 4<sup>th</sup> is the day  
23       they are looking at for the next Experience Mesilla Music Festival.

24  
25           **6. STATEMENT REGARDING CLOSED SESSION AND ROLL CALL VOTE** – discussion during the closed  
26       session was limited to personnel matters in the Public Works/Marshals’ pursuant to NMSA 1978  
27       Chapter 10-15-1(H)(2). – **Board of Trustees.**

28       **Motion: To approve discussion during the Closed Session held on April 12, 2021 which was limited to**  
29       **personnel matters in the Public Works and Marshals Departments pursuant to NMSA 1978 Chapter 10-15-**  
30       **1(H)(2); no action taken in closed session, Moved by Trustee Arzabal, Seconded by Mayor Pro Tem**  
31       **Johnson-Burick.**

32  
33       **Roll Call Vote:** Motion passed (summary: Yes =4).

34       Mayor Pro-Tem Johnson-Burick   Yes

35       Trustee Arzabal   Yes

36       Trustee Caro   Yes

37       Trustee Garcia   Yes

38  
39           **7. ACTION ON ITEMS FROM CLOSED SESSION** – the board may act on items discussed in closed  
40       session limited to personnel matters in the Public Works pursuant to NMSA 1978 Chapter 10-15-  
41       1(H)(2). – **Board of Trustees.**

42       **Motion: To approve the hiring of Carlos Chavez as Grounds keeper/Maintenance in the Public Works**  
43       **Department, Moved by Trustee Arzabal, Seconded by Trustee Garcia.**

44  
45       **Roll Call Vote:** Motion passed (summary: Yes =4).

46       Mayor Pro-Tem Johnson-Burick   Yes

47       Trustee Arzabal   Yes

48       Trustee Caro   Yes

49       Trustee Garcia   Yes

50  
51           **8. APPROVAL OF CONSENT AGENDA:** (The Board will be asked to approve by one motion the following  
52       items of recurring or routine business. The Consent Agenda is marked with an asterisk \*)

53       **Motion: To approve consent agenda, Moved by Trustee Arzabal, Seconded by Trustee Garcia.**



1 **Roll Call Vote:** Motion passed (**summary:** Yes =4).  
2 Mayor Pro-Tem Johnson-Burick Yes  
3 Trustee Arzabal Yes  
4 Trustee Caro Yes  
5 Trustee Garcia Yes

- 6  
7 a) **\*BOT MINUTES** – Minutes of a Joint Work Session and Regular Meetings on March 22,  
8 2021. **Approved by consent agenda**  
9 b) **\*BOT MINUTES** – Minutes of a Special Work Session and Meeting on March 29, 2021.  
10 **Approved by consent agenda**  
11 c) **\*PZHAC Case 061177** – 2510 Calle de Parian, submitted by Stephen Carrasco, a request  
12 for an amendment to a previously approved permit to allow the addition of two wood  
13 gates to a property at this address. Zoned: Historic Residential (HR). **Approved by**  
14 **consent agenda**

15  
16 **9. NEW BUSINESS:**

17 a) **For Approval:** appointment of an Architectural Styles Committee. – **Nora L. Barraza, Mayor.**  
18 Mayor Barraza stated the committee members will consist of Mr. Maese, Mr. Shannon, Ms. Lucero, Ms.  
19 Sanchez, and Trustee Garcia. Gave description of the committee's responsibility.

20  
21 **Motion: To approve appoint of an Architectural Styles Committee, Moved by Trustee Arzabal, Seconded by**  
22 **Mayor Pro Tem Johnson-Burick.**

23  
24 **Roll Call Vote:** Motion passed (**summary:** Yes =4).  
25 Mayor Pro-Tem Johnson-Burick Yes  
26 Trustee Arzabal Yes  
27 Trustee Caro Yes  
28 Trustee Garcia Yes

29  
30 b) **Resolution 2021-07:** a resolution repealing and adopting a job description for community  
31 services officer (CSO) position. – **Edward Lerma, Marshal.**  
32 Marshal Lerma stated his concerns with the current CSO job description. According to the Academy  
33 Regulations with regards to firearms; anyone carrying a firearm must attend and pass the Defense Tactics  
34 Training which instructs weapon retention. In his mind it should be a certified officer that carries a firearm;  
35 current CSO is not a certified officer, and he is uncomfortable with him allowed to carry a firearm. He would  
36 like to abolish the mechanism where the current CSO can carry a firearm. He is uncomfortable with it and does  
37 not feel it is appropriate to carry a weapon in public school setting.

38  
39 **Motion: To approve a resolution repealing and adopting a job description for Community Services Officer**  
40 **(CSO) position, Moved by Trustee Arzabal, Seconded by Mayor Pro Tem Johnson-Burick.**

41  
42 Trustee Caro agrees with Marshal Lerma.

43  
44 Mayor Pro Tem Johnson-Burick stated her concerns with the job description where the CSO is not carrying a  
45 firearm; asked if there is an SRO?

46  
47 Mayor Barraza responded Officer Madson will be the SRO at Rio Grande Prep.

48  
49 Marshal Lerma responded Officer Madson will be overseeing the CSO. Officer Madson has passed the  
50 Defense Tactics Training, is a certified officer and will be allowed to carry a firearm.

51  
52 Mayor Pro Tem Johnson-Burick stated she understood the SRO and the CSO had the same classifications. She  
53 recommended correcting language in the sentence under Major Duties where it states the CSO would be

1 directing the SRO to avoid liability issues.

2

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

4 Mayor Pro-Tem Johnson-Burick Yes

5 Trustee Arzabal Yes

6 Trustee Caro Yes

7 Trustee Garcia Yes

8

9 **10. BOARD OF TRUSTEE COMMITTEE REPORTS**

10 Mayor Pro Tem Johnson-Burick: Wednesday, April 14<sup>th</sup> MPO meeting at 1:00 p.m.

11

12 Trustee Arzabal: Thursday, April 15<sup>th</sup> CEO meeting with Governor Lujan-Grisham at 1:00 p.m.

13

14 Trustee Garcia: Wednesday, April 14<sup>th</sup> MPO meeting at 1:00 p.m.

15

16 Mayor Barraza: RTD, SSCOG, Mayor's Caucus, OEM meetings.

17

18 **11. BOARD OF TRUSTEE/STAFF COMMENTS**

19 Fire Chief Hoban gave an update on the vaccine clinic held at the town hall and the possibility of another clinic.  
20 They attended training on administering the vaccine to shut-ins and homebound residents in and around the  
21 Town of Mesilla.

22

23 Mayor Barraza asked how we can get that message out to the residents.

24

25 Fire Chief Hoban responded the Department of Health has looked at different avenues to get the message out.  
26 The list has anyone in Dona Ana County and is being broken down by Zip Code. Accepting applications for an  
27 academy which will be this summer.

28

29 Mayor Barraza recommended sending something through Senior Meals to get the message out.

30

31 Mr. McGillivray stated a revision was sent to NMDOT and has been approved for us to retain the funding for  
32 Phase 2 of Calle de Norte and filling in the trail from the levee road to La Llorona trail. Plaza lighting project is  
33 looking at the end of May for completion.

34

35 Marshal Lerma gave an update on the stolen property search warrants that were executed.

36

37 Ms. Stoechner-Hernandez stated she forwarded information to the trustees regarding the New Mexico Municipal  
38 League District meeting which will be held on Friday, April 16<sup>th</sup> at 10:00 a.m. via Zoom.

39

40 Mayor Barraza stated will be starting the budget process at the next meeting with a worksession.

41

42 Mayor Pro Tem Johnson-Burick congratulated Mr. Astorga on his promotion. Thanked town staff for all they  
43 do.

44

45 Trustee Arzabal commended town staff for doing a good job.

46

47 Trustee Garcia asked what the plans are for the \$430,000 that the town will be receiving? Thanked staff for  
48 working so hard.

49

50 Mayor Barraza responded we are still getting direction and clarification from the Federal and local Government.  
51 We have until 2024 to utilize the funds. There are some limitations since this is for recovery. We will be  
52 getting between 50% to 60% upfront 60 to 90 days from when it was approved. We understand it can be used  
53 to promote tourism for the communities that have been hit hard, as well as for infrastructure and broadband.

1 Once we received more information, we will inform the board.

2

3 Trustee Caro congratulated Mr. Chavez.

4

5 Mayor Barraza stated Commissioner Prieto and Commissioner Houston have resigned from the Planning and  
6 Zoning Commission. Interested residents may submit a letter of interest to her. Reiterated the New Mexico  
7 Municipal League District meeting will be on Friday, April 16<sup>th</sup> at 10:00 a.m. via Zoom. On Tuesday, April 20<sup>th</sup> at  
8 1:00 p.m. there will be a re-election meeting for District 7 director.

9

10 Ms. Stoechner-Hernandez stated a meeting will be schedule this week to discuss definitions regarding the  
11 Historic Residential Ordinance. A joint worksession will be held for further discussion in May.

12

13 Mayor Barraza stated correspondence from Mr. Leifield and Mr. Taylor was sent to the board.

14

15 Ms. Stoechner-Hernandez stated she forwarded the correspondence to the committee who has been working on  
16 the ordinance as well.

17

18 Mayor Barraza asked Trustee Garcia if she received correspondence from Mr. McGillivray regarding the yuccas.

19

20 Trustee Garcia responded yes and forwarded the information to NMDA who will be contact Mr. McGillivray.

21

22 **12. ADJOURNMENT**

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

24

25 **MEETING ADJOURNED AT 6:57 P.M.**

26

27 **APPROVED THIS 26th DAY OF April 2021.**

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Nora L. Barraza  
Mayor

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ATTEST:

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\_\_\_\_\_  
Cynthia Stoechner-Hernandez  
Town Clerk/Treasurer

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**BOT ACTION FORM**  
**[PZHAC REVIEW – 4/23/2021]**  
**STAFF ANALYSIS**

**Item:**

**Case 061203** – 2149 Calle de Guadalupe, submitted by Andrea Schneider; a request for a zoning permit to repair and repaint the stucco on a dwelling at this address. Zoned: Historic Residential (HR)

**Staff Analysis:**

The applicant is in the process of renovating and repairing the exterior of her dwelling. This includes repairing the and replacing the plaster and the stucco on the dwelling (see attached scope of work) The dwelling will be painted a new color (Adobe Brown). The proposed color is an acceptable color in the Historic portion of Mesilla. There will be no structural or architectural changes to the structure, and the overall appearance will not be changed. There will be no changes to the existing style or historical character of the structure.

**The PZHAC heard this case at their April 19, 2021 meeting and voted 3 – 0 to approve the repair work to the dwelling, but not approve the doors at that time because the applicant had not provided any images or examples of the proposed doors. The applicant has since provided staff with photos of the existing doors to be replaced, along with the explanation that the replacement doors are to be close reproductions of the original doors. These photos were reviewed and approved by the Architectural Review Committee at their meeting held Wednesday, April 21, 2021. (There were no issues with the proposal.) April 23, 2021 Special Meeting P&Z approved 4-0.**

**Estimated Cost: \$31,807.00**

**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.

**Findings that need to be made:**

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of replacing four doors and repairing and renovating the exterior of the dwelling at this address.
- There will be no changes to the style or character of the structure.
- The PZHAC has determined that the proposed repairs will meet all applicable Code requirements.

**PZHAC ACTION:**

*The PZHAC determined that the proposed repairs 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

Map Help

Doña Ana County Geospatial

2014 Aerial

Addresses

County Address Points

Select Search Type:

Owner Name

Enter Value:

edinda Juian

Search



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: [R0400278](#)

Parcel Number: 4006137202391

Owner: SCHNEIDER ANDREA L

Mail Address: PO BOX 567

Subdivision:

Property Address: 2149 CALLE DE GUADALUPE

Acres: 0



Doña Ana County Assessor

Property Owner:  
Andrea Schneider

Project Address:  
2149 Calle de Guadalupe  
Las Cruces, NM 88005

Project Contractor:  
Quinones Design/Build  
9201 Dripping Springs Rd.  
Las Cruces, NM 88011  
Office Phone – 575-524-4646

Project Contact: Jake Quinones 575-202-4981 [jake@quinoneshomes.com](mailto:jake@quinoneshomes.com)

## **Permit A - Project/s Scope of Work**

**Exterior Re-Plaster** (includes home, front planters, and storage building)

### **Items Included – Scope of Work**

- All plaster surfaces will be power washed prior to plaster work. Sloughing or loose plaster will be removed prior to plaster work
- Damaged/cracked plaster areas will be patched and repaired with plaster masonry material (base coat & bonder) as necessary.
- High impact fiberglass fabric mesh will be embedded in a skim coat of masonry adhesive over all plaster surfaces. Includes all labor and materials to complete work as described
- Colored (sand texture finish) plaster masonry/elastomeric final coat (STO) will be applied (floated) over all plaster surfaces. STO color selection: Adobe Brown.
- Jobsite will be cleaned daily and left free of construction hazards.





Above: Adobe Brown Color Sample

## **Home Exterior Door Replacement**

### **Items Included – Scope of Work**

- (4) Exterior doors and door jambs will be removed. Includes demolition waste haul-away to dump
- (4) New exterior doors and jambs will be installed. **New door styles to match existing doors or as close as possible.** Pease see photos below. Front door will be insulated steel with wood door jamb. Existing front door's glass/ornamental design will be re-installed in new front door. Utility/laundry room door will be insulated steel with wood door jamb. All other doors will be insulated fiberglass with glass panel and wood jambs. All new doors dimensions and operation direction/handing to match existing.
- New doors and door jambs will be primed and painted white to match existing.
- Jobsite will be cleaned daily and left free of construction hazards.

### **Existing Door Photos:**



Above image shows existing front door

**Existing Door Photos:**





Above image shows back door #1

**Existing Door Photos:**





Above image shows back door #2

**Existing Door Photos:**



Above image shows utility/laundry door

Property Owner:  
Andrea Schneider



**BOT ACTION FORM**  
**[PZHAC REVIEW – 4/23/2021]**  
**STAFF ANALYSIS**

**Item:**

**Case 061204** – 2149 Calle de Guadalupe, submitted by Andrea Schneider; a request for a zoning permit to install a fence around the rear and sides of a residential property at this address. Zoned: Historic Residential (HR)

**Staff Analysis:**

The applicant would like to build a metal fence around the sides and rear of her residential property (see attached scope of work). The fence will consist of galvanized metal panels between metal uprights painted to match the dwelling (see attached picture) and will be 4½ feet tall along the side property lines and 6 feet along the rear property lines. (Right-of-entry agreements have been obtained from all affected property owners and are attached.) There will be three gates (two drive through and one walk through that will be 4½ feet tall that will match the style of the wall (see attached site plan and drawings). The fence will not interfere with any clear-sight-triangles. The fence will replace an existing chain link fence around the property.

**The PZHAC heard this case at their April 19, 2021 meeting and voted 3 – 0 to approve the fence around the property but not the gates because the applicant had not provided any images or examples of the proposed gates. The applicant has since provided staff with photos of the gates doors to be installed, along with the explanation that the gates will be open in the middle and that will not extend past the dwelling or the fence when opened. Additionally, the portion of the fence that extends past the dwelling on the northwest side of the property will be lowed to three feet in height from the end of the welling to the end of the fence to provide for a clear-sight-triangle for the property to the northwest.**

**The photos of the proposed gates were reviewed and approved by the Architectural Review Committee at their meeting held Wednesday, April 21, 2021. Potential issues that were discussed were the extension of the gate when opened and the potential interference with the driveway on the property to the northwest. These issues appear to have been answered. April 23, 2021 Special meeting - P&Z approved 4-0.**

**The applicant has also submitted the Right-of-entry agreements signed by the neighboring property owners. These are attached.**

**Estimated Cost: \$24,812.00**

**Consistency with the Code:**

The PZHAC will need to determine that the proposed fence 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.

**18.33.060 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.

**18.60.340 Wall, fence, or hedge.**

E. Walls or fences constructed within the front yard setback area facing a street within the H-R, H-C, R-1 zones must be built with the following materials only: stucco, brick, stone, wood, adobe and wrought iron.

*(The fence will not be in a front setback.)*

G. No walls, fences, hedges or other obstructions may be placed near exits from driveways or parking areas which block a driver's view of approaching traffic for a distance of 90 feet in both directions. The following explanations will further define this unobstructed view (also, see illustrations in Appendix C):

1. The driver's eye level may be from three to eight feet above the driveway's surface and located as far as 10 feet back from the curb line or pavement edge.
2. Those portions of approaching cars which are more than three feet above the roadbed must be within view of the exiting driver.

*(The fence will be three feet high from the front of the dwelling to the end of the fence to the sidewalk.)*

**PZHAC ACTION:**

*The PZHAC determined that the proposed fence and gates 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

Map Help

Doña Ana County Geospatial

2014 Aerial

Addresses

County Address Points

Select Search Type:

Owner Name

Enter Value:

edinda Juian

Search



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: [R0400278](#)

Parcel Number: 4006137202391

Owner: SCHNEIDER ANDREA L

Mail Address: PO BOX 567

Subdivision:

Property Address: 2149 CALLE DE GUADALUPE

Acres: 0



Doña Ana County Assessor

Project Address:  
2149 Calle de Guadalupe  
Las Cruces, NM 88005

Project Contractor:  
Quinones Design/Build  
9201 Dripping Springs Rd.  
Las Cruces, NM 88011  
Office Phone – 575-524-4646

Project Contact: Jake Quinones 575-202-4981 [jake@quinoneshomes.com](mailto:jake@quinoneshomes.com)

## **Permit B - Project/s Scope of Work**

### **Fence and Gate Replacement**

Please note: New fencing and gates will replace existing fencing and gates. No new fencing and/or gates will be added.

#### **Items Included in Scope of Work**

- All existing fencing, (3) gates and fence posts will be removed. Includes demolition waste haul-away to dump
- New metal fencing will be installed around property perimeter and where existing fencing connects to home on north side. Fence will be constructed of 2X2-inch square (1/8- inch wall thickness) for both posts and framework. Fence will be approximately 4.5-feet tall in all areas except for east side where fence will be approximately 6-feet in height AND short fence section at northwest side of home that extends past house corner towards street (this short section will be 3-feet in height). Galvanized corrugated metal sheets will be installed between fence posts and metal framework. (2) Drive-through gates and (1) walk-through gate will be constructed at existing gate locations. Gates will be approximately 4.5-feet tall. Gate design will be metal framework with cedar plank/panel inserts). PLEASE SEE PHOTO EXAMPLES BELOW
- Fencing and gate framework will be cleaned/prepared, primed, and painted to match home exterior (color: Adobe Brown). Cedar panels will be stain/sealed (natural tones). Galvanized corrugated metal panels will not be painted.
- Jobsite will be cleaned daily and left free of construction hazards.





FENCE: Above image shows similar example of metal frame and corrugated metal fence design/style/construction.



GATE DESIGN/STYLE - Above image shows similar example of alternate metal frame and cedar panel gate design/style/construction.





Above photo: (outlined in green) Short fence section at northwest side of home that extends past house corner towards street (this short section will be 3-feet in height)



Above: Adobe Brown Color Sample for metal framework paint. Galvanized corrugated metal panels will not be painted.





Above Photo: Existing Gate at northwest side of home. New Gate will be located in same location; New Gate will be split at center and swing in both directions as Existing Gate.





Above Photo: Existing Gate at southwest side of home. New Gate will be located in same location; New Gate will be split at center and swing in both directions as Existing Gate.



**PROJECT #210308**

**LEGAL DESCRIPTION:**

A 0.128 ACRE TRACT OF LAND SITUATE IN SECTION 25, TOWNSHIP 23 SOUTH, RANGE 1 EAST, OF THE NEW MEXICO PRINCIPAL MERIDIAN, OF THE U.S.R.S. SURVEYS, BEING U.S.R.S. TRACT 11A-29A1, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

**BEGINNING** AT A 1/2" IRON ROD WITH NO CAP FOUND ON THE EASTERLY LINE OF A CALLE DE GUADALUPE FOR THE SOUTHWEST CORNER OF SAID 0.128 TRACT, HAVING A NEW MEXICO STATE PLANE COORDINATES OF 1983, CENTRAL ZONE (3002), VALUE OF N:464486.87, E:1471527.14 FEET FOR REFERENCE;

**THENCE** FROM THE POINT OF BEGINNING, ALONG THE EASTERLY LINE OF CALLE DE GUADALUPE, N 36°02'08" W, A DISTANCE OF 69.37 FEET TO A 1/2" IRON ROD WITH NO CAP FOUND ON THE EASTERLY LINE OF CALLE DE GUADALUPE FOR THE NORTHWEST CORNER OF SAID 0.128 ACRE TRACT;

**THENCE** DEPARTING THE EASTERLY LINE OF CALLE DE GUADALUPE, N 48°22'11" E, A DISTANCE OF 82.51 FEET TO FENCE POST FOUND FOR THE NORTHEAST CORNER OF SAID 0.128 ACRE TRACT;

**THENCE** S 35°46'57" E, A DISTANCE OF 70.81 FEET TO A FENCE POST FOUND FOR THE SOUTHEAST CORNER OF SAID 0.128 ACRE TRACT;

**THENCE** S 52°08'21" W, A DISTANCE OF 81.84 FEET TO THE POINT OF BEGINNING, CONTAINING 0.128 ACRES OF LAND MORE OR LESS.

**NOTES:**

1. THE PARCEL OF LAND IS IN FLOOD ZONE 'X' OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY'S FLOOD INSURANCE RATE MAPS ACCORDING TO MAP #95013C1114G DATED 7/06/2016.
2. BEARINGS, DISTANCES, AREA AND COORDINATES SHOWN HEREON ARE GROUND BASED ON THE "NEW MEXICO STATE PLANE COORDINATE SYSTEM OF 1983, CENTRAL ZONE (3002)" AS DETERMINED BY GPS OBSERVATIONS REFERENCED TO A 1/2" IRON ROD WITH NO CAP FOUND FOR THE POINT OF BEGINNING (N: 464486.87, E: 1471527.14, EL: 3886.3') WHERE THE CONVERGENCE ANGLE IS -0° 17' 30.55" AND THE SCALE FACTOR IS 0.999993267. ELEVATIONS ARE NAVD88 (GEOID 12B) ESTABLISHED USING THE DONA ANA COUNTY VRS NETWORK.
3. INSTRUMENT OF OWNERSHIP: WARRANTY DEED FILED ON SEPTEMBER 5, 2019 AS INSTRUMENT #1919595 IN THE DONA ANA COUNTY RECORDS.
4. THIS SURVEY IS BASED ON OWNERSHIP AND EASEMENT INFORMATION PROVIDED BY THE CLIENT. SURVEYOR DID NOT ABSTRACT SUBJECT TRACT AND THERE MAY BE EASEMENTS OR OTHER ENCUMBRANCES THAT AFFECT THE SUBJECT TRACT THAT ARE NOT SHOWN HEREON.

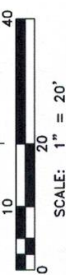
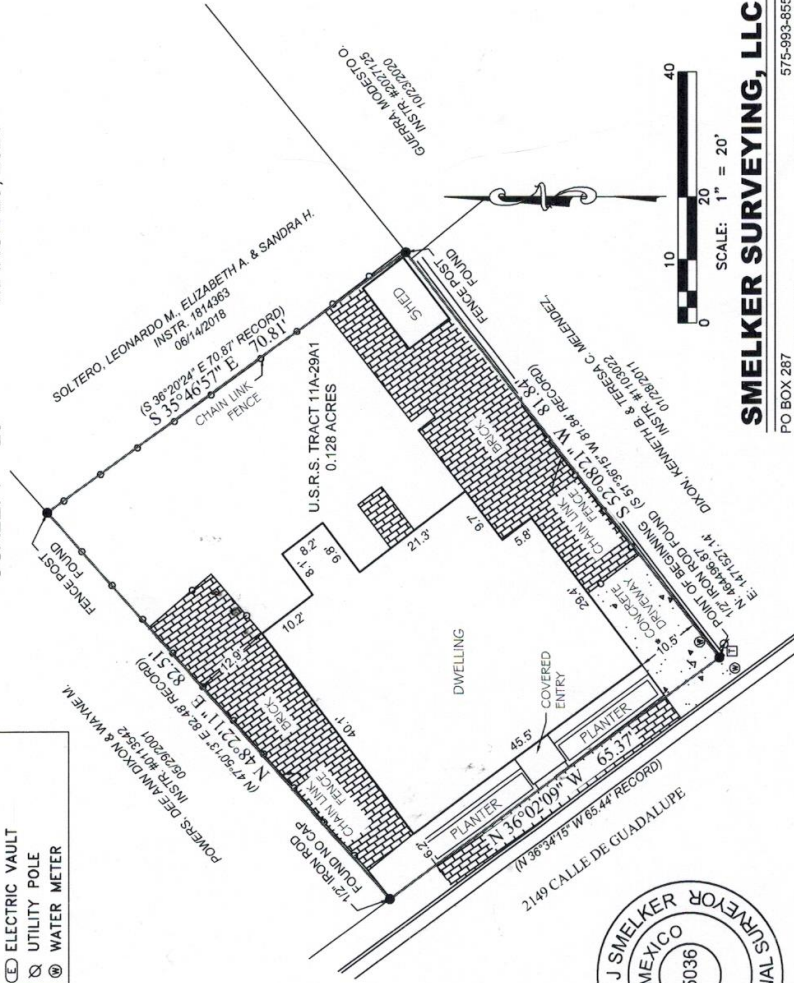
**SURVEYOR'S CERTIFICATION**

I, GARRETT J. SMELKER, A NEW MEXICO PROFESSIONAL SURVEYOR CERTIFY THAT I CONDUCTED AND AM RESPONSIBLE FOR THIS SURVEY, THAT THIS SURVEY IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND THAT THIS SURVEY AND PLAN MEET THE MINIMUM STANDARDS FOR SURVEYING IN NEW MEXICO. I FURTHER CERTIFY THAT THIS SURVEY IS NOT A LAND DIVISION OR SUBDIVISION AS DEFINED BY THE NEW MEXICO SUBDIVISION ACT AND THAT THIS INSTRUMENT IS A BOUNDARY SURVEY PLAN OF AN EXISTING TRACT OR TRACTS.

GARRETT J. SMELKER, PLS 25036  
03/23/2021  
DATE

LEGEND	
●	FOUND MONUMENT AS DESCRIBED
○	1/2" IRON ROD SET PLASTIC CAP NO. 25036
⊕	COMMUNICATION PEDESTAL
⊖	ELECTRIC VAULT
⊙	UTILITY POLE
⊗	WATER METER

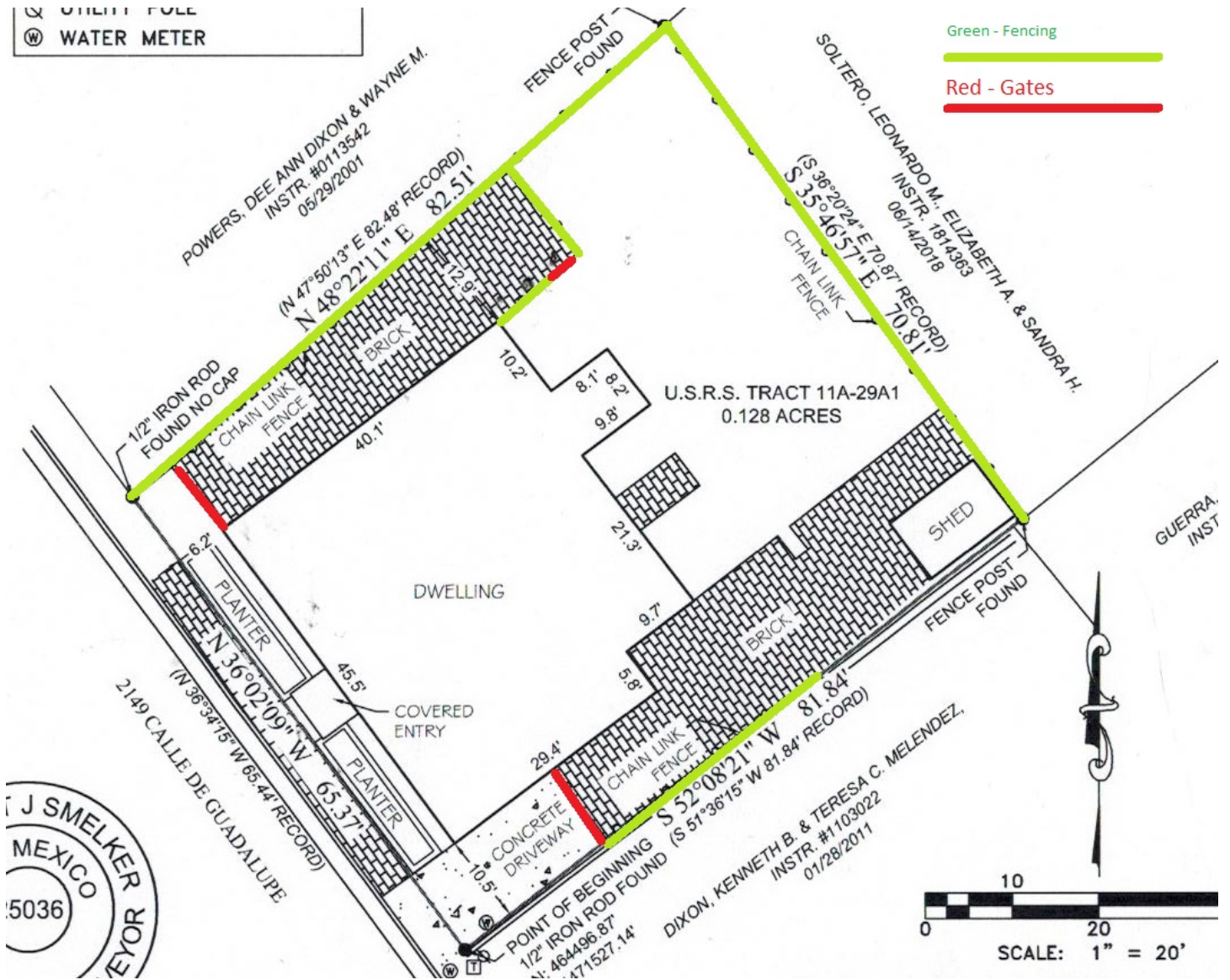
PLAT OF SURVEY OF A 0.128 ACRE TRACT,  
BEING U.S.R.S. TRACT 11A-29A1,  
SITUATE IN SECTION 25, TOWNSHIP 23S, RANGE 1 EAST,  
OF THE NEW MEXICO PRINCIPAL MERIDIAN, U.S.R.S. SURVEYS  
TOWN OF MESILLA, DOÑA ANA COUNTY, NEW MEXICO  
MARCH 23, 2021  
SCALE: 1" = 20'



**SMELKER SURVEYING, LLC**  
575-993-8552  
smelkersurveying@gmail.com  
PO BOX 287  
FAIRCRES, NM 88033



Fence and Gate Replacement only. New fencing and gates will be installed only in existing fencing and gate locations.



Above survey image shows fencing in green and gates in red

Property Owner:



**TOWN OF MESILLA**  
**RIGHT OF ENTRY AGREEMENT**

RIGHT OF ENTRY AGREEMENT	ZONE: _____	CASE: _____
Applicant Name(s) <u>Andrea Schneider</u>	Mailing Address <u>PO Box 567 Mesilla, NM</u>	Zip Code <u>88046</u>
Physical Property Address for Agreement <u>2149 Calle de Guadalupe</u>		
Adjacent Property Owner(s) <u>Deann Powers</u>	Mailing Address <u>PO Box</u>	City State Zip Code <u>Mesilla NM 88046</u>
Adjacent Property Owner(s) Physical Address <u>Calle de Guadalupe, Mesilla, NM 88046</u>		

**Right-of-Entry** – Permission is hereby granted to the applicant, or its authorized agents, to enter upon the adjacent property for the sole purpose of construction and/or maintenance of the structure(s). Original signatures only.

Deann Powers  
Applicant(s)  
3-29-2021  
Date

Andrea Schneider  
Applicant(s)  
3/29/2021  
Date

**ACKNOWLEDGEMENT**

STATE OF NEW MEXICO )  
  ) ss.  
COUNTY OF DONA ANA )

The following was acknowledged before me this

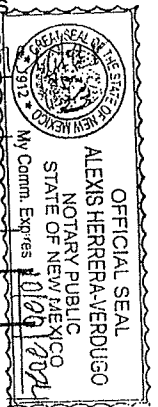
29th day of 20 21, by Deann Powers.  
Elise Macgill  
NOTARY PUBLIC  
My Commission Expires: February 23rd 2025

**ACKNOWLEDGEMENT**

STATE OF NEW MEXICO )  
  ) ss.  
COUNTY OF DONA ANA )

The following was acknowledged before me this

29th day of 20 21, by Andrea Schneider  
Alexis Herrera-Verdugo  
NOTARY PUBLIC  
My Commission Expires: 10/20/2024



**FOR OFFICIAL USE ONLY**

Date received: \_\_\_\_\_  
\_\_\_\_\_  
Community Development Coordinator

\_\_\_\_\_  
Date

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





**BOT ACTION FORM**  
**[PZHAC REVIEW – 4/19/2021]**  
**STAFF ANALYSIS**

**Item:**

**Case 061205** – 2593 Calle de Cura, submitted by Gary Ramsey; a request for a zoning permit to re-stucco and repaint a secondary dwelling at this address. Zoned: Historic Residential (HR)

**Staff Analysis:**

The applicant would like to repair and replace the plaster and the stucco on a secondary dwelling on a 9583 square foot residential property at this address. The dwelling will be painted to match the primary dwelling which has recently had extensive renovation work done to it (Permit 061054 approved by the PZHAC on 6/2/20). The dwelling will be painted “Spare White” with the fascia/soffit color to be “Enduring Bronze” (see attached color chart). Both these colors were approved by the PZHAC for the primary dwelling. The proposed colors is an acceptable color in the Historic portion of Mesilla. There will be no structural or architectural changes to the structure, and the overall appearance other than color will not be changed.

**Estimated Cost: \$5,000.00**

**Consistency with the Code:**

The PZHAC will need to determine that the proposed repairs will be consistent with other structures in the area. 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.

**Findings that need to be made:**

- The PZHAC has jurisdiction to review and approve this request.
- The proposed work consists of repairing a secondary dwelling at this address.
- The PZHAC has determined that the proposed wall meet all applicable Code requirements.

**PZHAC ACTION:**

*The PZHAC determined that the proposed repairs will meet the requirements of the Code and voted 3 – 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

Map Help

Doña Ana County Geospatial

2014 Aerial

Addresses

County Address Points

Select Search Type:

Owner Name

Enter Value:

edinda Lujan

Search



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: [R0400504](#)

Parcel Number: 4006138157107

Owner: LIMON-RAMSEY LAURA

Mail Address: PO BOX 394

Subdivision: SOUTHWEST ADDITION TO MESILLA 201

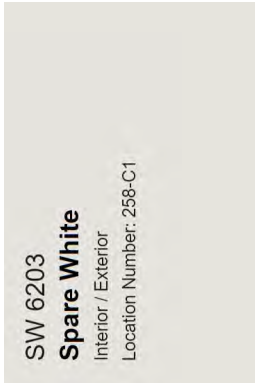
Property Address: 2581 CALLE DE CURA

Acres: 0

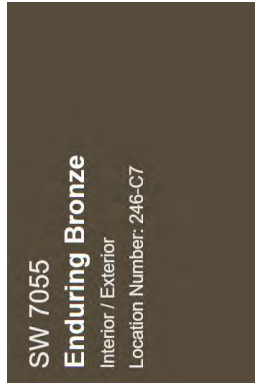


Doña Ana County Assessor

# PRELIMINARY EXTERIOR COLORS



## STUCCO COLOR



## FASCIA/ SOFFIT COLOR



## EXISTING ROOF TO REMAIN



Chestnut Bronze

## WINDOW TRIM from JELD-WEN Vinyl Window System

\*Colors are subject to change with product availability and will be in accordance with City of Mesilla Guidelines.

RAMSEY RESIDENCE

2581 CALLE DE CURA

MESILLA, NM 88005



061205  
# 100.00



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: 4-1-2021

GARY Ramsey  
Name of Applicant

575 649 1489  
Telephone Number

2593 Calle de Cura  
Address

MESILLA NM 88046  
City State Zip Code

Proposed Use or Occupancy: RESIDENT Zone: \_\_\_\_\_

GARY OR LAURA LIMON-RAMSEY  
Contractor Name

2581 Calle de Cura  
Address

575 649 1489  
575 649 0045  
Telephone Number

N/A  
Contractor Tax I.D. #

N/A  
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





Effective Date: May 1, 2021

TERM: Six months with the option to extend six months

#### TOWN OF MESILLA CONTRACT FOR SERVICES

This Contract is entered between the Town of Mesilla, hereinafter referred to as the "Town," and Edward Lerma, hereinafter referred to as "Contractor," described below, collectively the "Parties", to provide services on behalf of Town of Mesilla.

Contractor Legal Name: Edward Lerma

Services Summary Description: consultation services relating to administration and procedures in the Marshal's Department.

Total Charges to this contract may not exceed: \$3,600 or 180 hours

This Contract is being entered into by Town of Mesilla ("Town") and Edward Lerma ("Contractor"), ID# \*\*\*SSN\*\*\* for consultation services relating to administration and procedures in the Marshal's Department.

**1. Work to be Performed.**

- a. Contractor shall provide the Town Marshal consultation services relating to the following as needed:
  - i. Administration and paperwork
  - ii. Policing Procedures
  - iii. Revisions to Standard Operating Procedures

**2. Compensation.**

Town shall pay Contractor an hourly fee of \$20 in an "as needed" basis for the project described in number 1. Payment shall be invoiced monthly by the 20th of every month submitted to Ms. Stoechner-Hernandez for payment. This agreement shall not exceed \$3,600 or 180 hours.

**3. PERIOD OF PERFORMANCE:** The period of performance of this Contract shall commence on the date of the last signature and continue until the contract is terminated by either party as listed in number 6 with thirty (30) days' notice.

**4. Independent Contractor Relationship.** Contractor's relationship with Town will be that of an independent contractor, and nothing in this Agreement is intended to, or should be construed to, create a partnership, agency, joint venture, or employment relationship. No part of Contractor's compensation will be subject to withholding by Town for the payment of any social security, federal, state, or any other employee payroll taxes.

**5. Ownership of Work Product.** Contractor agrees that all work product developed by him alone or in conjunction with others in connection with the performance of services pursuant to this Agreement is and shall be the sole property of Town, and Contractor shall retain no ownership, interest, or rights therein. Work product includes but is not limited to reports, graphics, memoranda, slogans, and taglines.

**6. Termination:** The Town may terminate this contract for convenience, in whole or in part, by providing written notice to the Contractor thirty (30) days prior to termination. In the event of contract termination, the Contractor shall be paid for work completed to the date of termination. In no event shall the dollar amount to be paid upon termination exceed a total of the maximum contracted amount and any additional amount provided for by amendment(s).

- a. Where a Party to this Contract has committed a major breach that is capable of remedy, the Party who is not in breach may serve a written notice, with a fixed period in which to remedy the breach. The period given shall be determined at the sole discretion of the Party serving the notice but subject to a minimum period of two weeks.
- b. The Town and Contractor shall have the right, such right being exercised at their absolute discretion, to terminate this Contract, in writing, if a major breach has been committed that cannot be remedied. Further, the Parties may terminate this contract,

in writing, if a breach has not been remedied to the reasonable satisfaction of the Party serving the notice of breach within the period specified in any such notice.

- c. This contract shall be for a term of six months, with an option to extend another six months if needed.

## 7. General Provisions.

7.1 **Governing Law.** This Agreement shall be governed in all respects by the laws of the United States of America and by the laws of the State of New Mexico. Each of the parties irrevocably consents to the exclusive personal jurisdiction of the federal and state courts located in New Mexico, as applicable, for any matter arising out of or relating to this Agreement, except that in actions seeking to enforce any order or any judgment of such federal or state courts located in Indiana, such personal jurisdiction shall be nonexclusive.

7.2 **Severability.** If any clause or provision of the Contract is held to be illegal, invalid, or unenforceable by a court of competent jurisdiction, then it is the intention of the parties hereto that the remainder of the Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed by their duly authorized representatives.

Town of Mesilla:

Contractor:

\_\_\_\_\_

\_\_\_\_\_

Nora L. Barraza, Mayor \_\_\_\_\_

Edward Lerma \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_

Cynthia Stoechner-Hernandez, Clerk-Treasurer

Date: \_\_\_\_\_