



# Town of Mesilla, New Mexico

THE PLANNING, ZONING AND HISTORICAL APPROPRIATENESS COMMISSION  
(PZHAC) WILL HOLD A REGULAR MEETING AT THE MESILLA TOWN HALL,  
2231 AVENIDA DE MESILLA.

MONDAY-DECEMBER 4, 2023, AT 6:00 PM

## MINUTES

### ATTENDEES:

#### **COMMISSIONERS**

Davie Salas, Commissioner (acted chairperson)  
Eric Walkinshaw, Commissioner  
Daniel Jones, Commissioner

#### **STAFF**

Eddie Salazar, Community Development Coordinator (CDC)

#### **PUBLIC**

Andrea Bryan	Bill Cook
Greg Lester	Trina Witter
Susan Krueger	Mary H Ratje
Janice Cook	J. Lopez

#### 1. PLEDGE OF ALLEGIANCE

Commissioner Salas – started the meeting by identifying date and time as, December 4, 2023 @ 6pm. He then led us in the pledge of allegiance.

#### 2. ROLL CALL AND DETERMINATION OF QUORUM

Mr. Salazar – established quorum by taking roll call, 3 of 5 present. Madam Chair Lucero and Vice-Chair Rockstraw absent.

#### 3. CHANGES/APPROVAL OF AGENDA

Commissioner Salas – Changes and Approval of Agenda

1<sup>st</sup> motion to approve, Commissioner Jones

2<sup>nd</sup> motion to approve, Commissioner Walkinshaw

Approved 3-0.

#### 4. PUBLIC INPUT

Commissioner Salas – *the public is invited to address the commission regarding items listed on the agenda as allowed by the chair. You can also email your comments to [clerktreasurer@mesillanm.gov](mailto:clerktreasurer@mesillanm.gov) at least seventy-two (72) hours prior to the meeting.*

No public input

**5. APPROVAL OF CONSENT AGENDA**

Commissioner Salas – requested motion approval of November 20, 2023, regular meeting minutes and November 20, 2023, workshop minutes.

1<sup>st</sup> Motion to approve, Commissioner Jones  
2<sup>nd</sup> Motion to approve, Commissioner Walkinshaw

Approved 3-0.

**6. ACTIONS AND CONSIDERATIONS**

Commissioner Salas – Mr. Salazar please move forward with the case number PZHAC 061754.

Mr. Salazar – PZHAC case #061754 – 1010 Calle de El Paso, submitted by Kent Chen. Requesting approval to install a iron square tubing type fence/gate in the front entrance of his property. Zone: Residential Agriculture (RA).

1<sup>st</sup> motion to approve, Commissioner Jones  
2<sup>nd</sup> motion to approve, Commissioner Walkinshaw

No discussion

Approved 3-0, without any conditions

**7. DISCUSSION**

- a. Review our subdivision ordinance. A replat has been submitted by Richard Knopps to subdivide a large property in the RF zone, 2090 Snow Rd, into 3 parcels. One large parcel of 125+ acres into two 5-acre parcels and one large parcel approximately 115-acres. Each 5-acre parcel is adjacent to paved public road. One parcel has a primary residence and the other has a structure that was at one time living quarters for ranch hands. There is no request for development for the properties. Mr. Knopps is requesting to divide the properties as his intent is to sell them after.

Contacted Dona Ana County to request how they process a petition to subdivide a parcel without the intent to develop. Mesilla Town code mentions a summary subdivision which allows one parcel to split no more than two. The only other option that Mesilla Town code mentions is a subdivision for development. This request does not meet either code as the owner is looking to split parcel more than two and not intend to develop.

Commissioner Jones – proposed the specific replat request at 2090 Snow Rd, owned by Richard Knopps be considered under municipal code 17.45 CLUSTER SUBDIVISIONS. A Cluster development is defined in section 17.45.030 –

- A. *"Cluster development" means a form of development that concentrates buildings and/or lots on a part of the site to allow the remaining land to remain as open space, which protects agricultural, scenic, environmental, historic, and recreation values. The concentration of lots is also done to reduce expenses for the construction of infrastructure and its long-term maintenance. A cluster development consists of one or more cluster groups adjacent to open space lands; also called "conservation development."*

All three commissioners agreed to Commissioner Jones' proposal and asked to speak with Mr. Knopps. If Mr. Knopps agrees to meet the cluster subdivision requirements, we can move forward in submitting a formal request as per code.

- b. Does an existing business require PZHAC approval if it is relocated, adds services/merchandise on its current approved license.

Mesilla Motion is requesting to relocate its home occupation business to a commercial zoned space at 2222 Avenida de Mesilla. It is also inquiring if adding merchandise to its license requires PZHAC approval.

Commissioner Walkinshaw referenced town code 5.05.040 sec B;

*...The town clerk-treasurer shall issue a renewal of the business registration certificate after receiving the statement and fee from the business; provided, that no significant changes have occurred.*

Based on this reference, I say yes. It does require PZHAC if there is significant changes in their business license.

Commissioner Salas and Commissioner Jones both agreed.

## **8. COMMISSIONERS/STAFF COMMENTS**

Commissioner Walkinshaw – asked where we were with the cell tower application.

Mr. Salazar – have not spoken with the applicant since our last PZHAC we had about telecommunication discussion. Pinnacle Peak consulting is working with NM CID and their own engineers to be able to submit the special use permit application AND the zoning application as mentioned in our PZHAC meeting.

I did speak with applicant today via email regarding requirements set forth by the PZHAC during our telecommunication discussion and the applicant is making arrangements to meet all of our requirements set forth by our town code.

Due to our Quasi-judicial proceedings, I am not able to give you much information other than, it appears our hearing will be scheduled sometime in February.

On a separate subject, I was contacted by Charles Saenz from Dona Ana County Assessor's office. Email was sent requesting how the town of Mesilla would like to proceed with the properties along University Ave that are being impacted by the expansion of the



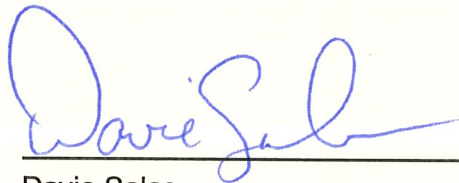
street. Part of some properties will need to be used by NM DOT. Will the changes of the lot size require a formal subdivision process as any other or would the town of Mesilla allow NM DOT to convey land private/public with the property deeds that are effected.

Consensus of the commission was to recognize the conveyance of land without the need of a subdivision replat as recorded by the Dona Ana County/NM DOT already.

**ADJOURNMENT**

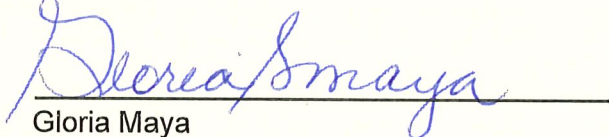
- 1<sup>st</sup> motion to adjourn, Commissioner Jones
- 2<sup>nd</sup> motion to adjourn, Commissioner Walkinshaw

Vote 3-0. Passed



Davie Salas  
Acting - Chairperson

ATTEST:



Gloria Maya  
Town Clerk/Treasurer

