

Alto Lakes Special Zoning District

MINUTES – 17 October 2013

1. Call to order: 9:02am
2. Roll call: Abbott, Porter, Santos present
3. Pledge of Allegiance
4. Approval of Meeting Agenda: Porter moved to approve; Santos seconded
5. Approval of Meeting Minutes for 3 Oct 2013 Regular Meeting: Porter moved to approve; Santos seconded
6. VARIANCE/PERMIT REQUESTS (Part 1)
 - A. Variance Hearing:
 - 1) OWNER: Sprouse (represented by Mike Pritchard of Cyclone Bldrs) \$300
LEGAL: LS; U1; B4; L10 STREET: 309 Lakeshore
REQUEST: Front setback reduced from 50 to 45 ft (to add a covered deck with same roofline & material – metal)
MOTION: Santos SECOND: Porter
COMMENTS: Approved due to unique lot characteristics, and as other properties along Lake Shore have front decks.
 - B. Zoning Permits:
 - 1) OWNER: Sprouse \$50
LEGAL: LS; U1; B4; L10 STREET: 309 Lakeshore
REQUEST: Add covered deck with same roofline & material – metal
MOTION: Santos SECOND: Porter
COMMENTS: (FU: Porter)
 - 2) OWNER: Owensby CONTRACTOR: DR Roofing \$25
LEGAL: SB; U2; B7; L6 STREET: 210 Ft Stanton Rd
REQUEST: Re-roof; metal; cocoa brown; crego metal system
MOTION: Santos SECOND: Porter
 - 3) OWNER: Bishop CONTRACTOR: Owner PENDING \$25
LEGAL: ALGCC; U6; B15; L63 STREET: 338 Ft Stanton
REQUEST: Landscape to lay base course across lot
MOTION: Porter SECOND: Santos
COMMENTS: (FU: Porter)
 - 4) OWNER: Bishop CONTRACTOR: Owner \$0
LEGAL: ALGCC; U6; B15; L64 STREET: 338 Ft Stanton
REQUEST: Revocable emergency access
MOTION: Porter SECOND: Abbott
COMMENTS: (FU: Porter)
 - 5) OWNER: Glenn CONTRACTOR: Rocky Mtn Constr (D. Griffin) \$25
LEGAL: SB; U1; B; L42 STREET: 158 Crown Ridge
REQUEST: Re-roof (Mueller “U” panel; burnished slate)
MOTION: Santos SECOND: Abbott
 - 6) OWNER: Vugrenes CONTRACTOR: DR Roofing \$25
LEGAL: SB; U2; B5; L15 STREET: cone
REQUEST: Re-roof (30-yr Timberline composition shingle; hickory)
MOTION: Porter SECOND: Santos

- 7) OWNER: Moutray CONTRACTOR: Van Winkle Roofing TABLE
LEGAL: ALGCC, U4, B2, L23 STREET: 111 Pinehurst
REQUEST: Re-roof same as existing
MOTION: SECOND:
COMMENTS: Abbott to call
- 8) OWNER: McMillian CONTRACTOR: Aspen \$25
LEGAL: SB; U2; B4; L18 STREET: 203 Brentwood
REQUEST: Re-roof (Owen's Corning Lifetime arch shingle; driftwood)
MOTION: Santos SECOND: Porter
- 9) OWNER: Turner CONTRACTOR: High Country Landscaping TABLE
LEGAL: SB; U2; B4; L14A STREET: 209 Brentwood
REQUEST: Landscaping
MOTION: SECOND:
COMMENTS: Tabled for a revised plat/drawing as submitted plat indicates driveway and proposed drainage ("dry creek bed") path would flow onto neighbor's property.(FU:)
- 10) OWNER: McKenzie CONTRACTOR: Bass Bros TABLE
LEGAL: ALGCC; U4; B12; L60 STREET: 151 Broadmoor
REQUEST: re-roof (Mueller 26-gauge R-panel; burnished slate); new deck roof (21.5 x 13)
MOTION: SECOND:
COMMENTS:
- 11) OWNER: Lancaster CONTRACTOR: Aspen \$25
LEGAL: ALGCC; U4; B14; L7 STREET: 111 Greenbrier Ct
REQUEST: Re-roof (Owen's Corning Oakridge lifetime shingle; driftwood)
MOTION: Santos SECOND: Porter
- 12) OWNER: Duncan CONTRACTOR: Younger \$25
LEGAL: ALGCC; U6; B15; L46 STREET: 151 Del Monte
REQUEST: Re-roof shingles to metal (Mueller; 26-gauge metal; ivy green)
MOTION: Santos SECOND: Porter
- 13) OWNER: Hogue CONTRACTOR: Pine Tree Constr \$25
LEGAL: ALGCC; U7; B15; L54A STREET: 167 Del Monte
REQUEST: Re-roof shingles to metal (Mueller; 26-gauge metal; burnished slate)
MOTION: Santos SECOND: Porter
COMMENTS: Pending VoR
- 14) OWNER: Rea CONTRACTOR: Aspen \$25
LEGAL: ALGCC; U7; B19; L6A STREET: 173 Del Monte
REQUEST: Re-roof (Owen's Corning Oakridge lifetime shingle; desert tan)
MOTION: Santos SECOND: Porter
- 15) OWNER: Whitaker CONTRACTOR: Arrowhead PENDING
LEGAL: LS; U2; L9 STREET: 510 High Mesa
REQUEST: Repl some roofing (Mueller; charcoal)
MOTION: Porter SECOND: Santos
COMMENTS: Pending VoR

- 16) OWNER: Landsford CONTRACTOR: Rocky Mtn Constr (D. Griffin) \$25
 LEGAL: LS; U1; B2; L25 STREET: 602 High Mesa
 REQUEST: Remove/replace deck (TimberTeck decking; redwood stained to match; 10 posts)
 MOTION: Santos SECOND: Porter
 COMMENTS: (FU: Santos)
- 17) OWNER: Burttschell CONTRACTOR: Aztec Stucco TABLE
 LEGAL: HM; U2; B8; L10 STREET: 1416 High Mesa
 REQUEST: Paving – circular drive in front of house by garage
 COMMENTS: Tabled for a revised plat/drawing indicating location of asphalt as plat shows only a straight-in access to garage. Two existing cluverts exist (satisfying request for LC road permit to traverse bar ditch). (FU:)
- 18) OWNER: Barron CONTRACTOR: Bass Bros PENDING
 LEGAL: LS; U1; B2; L22 STREET: 106 Blue Ridge
 REQUEST: Re-roof (Owens Corning; 30 year composite shingles; estate gray)
 MOTION: Santos SECOND: Porter
 COMMENTS: Pending VoR
- 19) OWNER: Sykes CONTRACTOR: CCR, LLC PENDING
 LEGAL: DPW; T-house 2 STREET: 102 Turnberry
 REQUEST: Re-roof (remove gravel ballast; repl with modified Britman to match existing)
 MOTION: Santos SECOND: Porter
- 20) OWNER: Nolan CONTRACTOR: CCR, LLC PENDING
 LEGAL: DPW; T-house 3 STREET: 104 Turnberry
 REQUEST: Re-roof (remove gravel ballast; repl with modified Britman to match existing)
 MOTION: Santos SECOND: Porter
- 21) OWNER: Smith CONTRACTOR: CCR, LLC PENDING
 LEGAL: DPW; T-house 4 STREET: 106 Turnberry
 REQUEST: Re-roof (remove gravel ballast; repl with modified Britman to match existing)
 MOTION: Santos SECOND: Porter
- 22) OWNER: Wilkinson CONTRACTOR: CCR, LLC PENDING
 LEGAL: DPW; T-house 5 STREET: 108 Turnberry
 REQUEST: Re-roof (remove gravel ballast; repl with modified Britman to match existing)
 MOTION: Santos SECOND: Porter
- 23) OWNER: Lewis CONTRACTOR: Pine Tree Constr \$25
 LEGAL: THS 1; Site C STREET: 100 Pine Top
 REQUEST: Re-roof as existing (Owens-Corning 30-yr shingle; teak)
 MOTION: Santos SECOND: Porter
 COMMENTS: Pending VoR
- 24) OWNER: Kothmann CONTRACTOR: Bass Bros PENDING
 LEGAL: THS 6; Site C STREET: 110 Pine Top
 REQUEST: Re-roof as existing (Owens-Corning 30-yr shingle; teak)
 MOTION: Santos SECOND: Porter
 COMMENTS: (FU: Abbott)

- 25) OWNER: Jost CONTRACTOR: Owner TABLE
LEGAL: DPW; U2; L57 STREET: 171 Deer Park Dr
REQUEST: Landscape – addition of gravel walk along sides of house. Level with rock to deck stairs along right side (and along the left at a future date). RR timbers to hold rock at bottom.
COMMENTS: (FU: Abbott) Tabled pending drainage plan to ensure water doesn't flow onto neighbor's property.
- 26) OWNER: Burkholder CONTRACTOR: Bass Bros PENDING
LEGAL: DPW; U2; L77 STREET: 191 Deer Park
REQUEST: Re-roof (60ml rubber roof & metal scuppers; white)
MOTION: Santos SECOND: Porter
- 27) OWNER: VanTussenbrock CONTRACTOR: BAC Enterprises PENDING
LEGAL: DPW; U1; L10A STREET: 203 Wolf Run
REQUEST: Re-roof (flat; black)
MOTION: Santos SECOND: Porter
- 28) OWNER: Ripley CONTRACTOR: Arrowhead PENDING
LEGAL: DPW; U3; TR 29C STREET: 202 Red Hawk
REQUEST: Re-roof (Mueller 26-gauge metal "U" panel; ivy green)
MOTION: Santos SECOND: Porter
COMMENTS: Pending VoR
- 29) OWNER: Liberti CONTRACTOR: Express Stucco \$25
LEGAL: DPW; B6; L170A STREET: 105 Porcupine
REQUEST: Stucco exterior (complete change from wood to stucco)
MOTION: Porter SECOND: Santos
COMMENTS: Pending VoR (FU: Abbott)
- 30) OWNER: Liberti CONTRACTOR: GDM Contracting (Meyers) \$100
LEGAL: DPW; B6; L170A STREET: 105 Porcupine
REQUEST: Remove/repl 4 existing patio doors (6 x 9) on south side of house; remove/repl deck boards on 10' high back lower deck and paint all three decks to match as existing (white). New rail cap and new pickets to be added as necessary and painted to match. Re-paint front doors to match trim. Repair siding (approx. 10 sq feet) prior to stucco work being done (by Express Stucco).
MOTION: Porter SECOND: Santos
COMMENTS: Roll call vote re charging of fine: Porter – yes; Abbott – yes; Santos – no. (FU: Abbott)
- 31) OWNER: Kislser CONTRACTOR: Owner TABLE
LEGAL: DPV; U4; L19 STREET: 170 Deer Park Valley
REQUEST: Replace/Repair deck
MOTION: SECOND:
COMMENTS: (FU:) Abbott to contact with questions
- 32) OWNER: Clark CONTRACTOR: CHR Constr (Sam Woody) PENDING
LEGAL: DPW; U2; L67 STREET: 181 Deer Park
REQUEST: Re-roof (spray foam over existing torch down with elastomeric; beige)
MOTION: Santos SECOND: Porter

- 33) OWNER: Gwyn CONTRACTOR: Owner \$100
 LEGAL: DPV; U1; L28 STREET: 106 Valley Court
 REQUEST: Fence/courtyard enclosure (redwood planks set to no gap so it's solid wood; 2x4 treated posts; NTE 40' x 50' x 4' tall; to be painted as house. Posts 7' apart except at 2 gates, and set 3' deep. Support runners inside fence. 50% of courtyard interior shall be non-growing.
 MOTION: Santos SECOND: Abbott
 COMMENTS: Roll call vote re permit approval: Porter – no; Abbott – yes; Santos – yes.
 Roll call vote re charging of fine: Porter – yes; Abbott – yes; Santos – no. (FU: Abbott)
- 34) OWNER: Apodaca CONTRACTOR: Quinones Construction \$643.80
 LEGAL: ALGCC; U2; B7; L15 STREET: 129 French
 REQUEST: NEW CONSTRUCTION – built per plans, however moving so house falls inside the 15' side set-backs.
 MOTION: Porter SECOND: Santos
 COMMENTS: (FU: Abbott)
- 35) OWNER: Sherman CONTRACTOR: Cornelius Constr \$50
 LEGAL: DPM; U8; L12A STREET: 107 Sunflower
 REQUEST: In-ground water storage units; asphalt the drive; add 2 stone entry pillars
 MOTION: Santos SECOND: Porter
 COMMENTS: (FU: Santos)
- 36) OWNER: RMSCO LTD. (O'Gwin) CONTRACTOR: Maldonado \$25
 LEGAL: HM; U1; B1; L3 STREET: 104 Eagle Ridge
 REQUEST: Re-roof (30 yr shingles; rustic red); power wash & re-seal deck & outside house walls
 MOTION: Porter SECOND: Santos
- 37) OWNER: Pendergast CONTRACTOR: Cyclone Constr \$25
 LEGAL: HM; U1; B1; L22 STREET: 142 Eagle Ridge
 REQUEST: Re-roof (Fabral metal; gray); re-paint siding same as existing
 MOTION: Santos SECOND: Porter
- 38) OWNER: Walton CONTRACTOR: Bass Bros PENDING
 LEGAL: ALGCC; U1; B2; L10 STREET: 105 Mesa Vista
 REQUEST: Re-roof (TPO; 60ml; black)
 MOTION: Santos SECOND: Porter

C. Short-term Rental Permits: 1 ST rental permit issued to Condotel.

D. Re-plats: None

7. OLD BUSINESS (Part 2)

A. Sample Book Of Documentation: (On-Going)

Following Ordinance re-write, documentation to be compiled to facilitate paperwork completion by Owners/Contractors. In the meantime, any particularly exemplary paperwork will be identified and extracted for the book.

B. Issues/Concerns/Complaints:

- 1) As first and second were returned as refused, Porter to send third certified letter to owner of 163 Crown Ridge notifying them of complaint against them concerning possible short-term rental property and forthcoming legal actions. Awaiting response from two lawyers considering representing ALSZD.

- 2) COMPLAINT presented; Abbott to research regarding possible FIRE HAZARD concerns (tall grass; dead tree)

C. Past Actions:

- 1) Final amendment signatures notarized on 1 August; Abbott to take to Carrizozo
- 2) Forest Health postcards:
 - a. Santos has postcards from CopyRite
 - b. Abbott to request mailing labels from Club
 - c. Porter to purchase postcard stamps

D. Permit Follow-Up: See Attachment 1.

8. New Business (Part 3)

A. New topics:

B. Public Comments:

Address homeowner questions regarding Variance procedures:

Q1: Why are homeowners charged \$300 for variances and only \$50 for zoning permits?

A: The Commission has reviewed permit fees / Variance procedures, and the process and fees will remain as they stand.

Q2: Who set the \$300 fee and when?

A: Past commissions established the Variance fee. During the most recent Ordinance revision, fees were reviewed and determined to be appropriate.

Q3: How is the money used and what benefit(s) do homeowners/residents receive for this expenditure?

A: All permit fees received are used for ALSZD expenses (rentals, correspondence, administrative support and legal services, etc.) as reflected in the Budget.

Q4: In the chance that there are no tangible benefits received, why is the \$300 fee charged?

A: The Variance fee was set in the case of possible protest/appeal to Variance decisions.

C. Commissioner Comments:

- 1) Response from Club of offer presented at 21 Sep Board meeting for ALSZD to purchase Pheromone packets has not yet been received. Due to delay – if the Club accepts, ALSZD will make packets available in March.
- 2) Bass resignation letter submitted. Porter moved to accept, Santos seconded.

b) Informal Discussions:

- 1) OWNER: Stielow TABLE
LEGAL: LS; B3; L11 ~~SB; U1; B1; L30~~ STREET: ~~182 Crown Ridge~~
REQUEST: Considering purchase of lot; will return 7 Nov with additional info-~~Change 50' setback to 20' due to steep slopes~~

c) Treasurer's Report.

- 1) Permit Fees:
 - a. Total of permit fees received: \$1,543.80
 - b. Additional fees received: None.
- 2) Bank account: as of 17 Oct 13 - \$25,736.55
- 3) Invoice Approvals:
 - a. Santos moved, Porter seconded refund of \$25 (check #1051) to Bass Bros for Gearhart permit (permitted 1 Aug 13)
 - b. Porter moved, Santos seconded reimbursement of \$31.79 to Abbott for purchase of folders and storage boxes.

d) Announcement of Upcoming Meetings:

Next Regular meeting: 7 November 2013 at 9:00; Stag Room of ALG&CC; 1 Mulligan Drive, Alto, NM

e) Adjournment: Santos moved, Porter seconded adjournment at 3:09pm

/S/ Marti Santos

Secretary

The agenda for the meeting can be revised and published up to seventy-two hours prior to the meeting and will be posted on the public bulletin board at ALG&CC, Alto, NM. At any time during the Open Meeting the Commission may close the meeting to the public to discuss matters not subject to the New Mexico Open Meetings Act. The Commission may revise the order of Agenda items considered at this Open Meeting.

- 10) OWNER: Sanford CONTRACTOR: Phillip Fanning Permitted 22 Apr 13
LEGAL: LS; B3; L53A STREET: 326 Lake Shore
REQUEST: New deck below existing deck; asphalt gravel drive
COMMENTS: As of 3 Sep: drive is still gravel. (FU: Porter)
- 11) OWNER: Stokes CONTRACTOR: Aztec Stucco Permitted 18 Jul 13
LEGAL: ALGCC; U2; B7; L19 STREET: 117 French
REQUEST: Lighting; Stucco wall; wrought iron fence
COMMENTS: As of 3 Sep: Not started. (FU: Abbott)
- 12) OWNER: Kelley CONTRACTOR: Owner Permitted 20 Dec 12
LEGAL: DPW; U2; B; L56 STREET: 172 Deer Park Dr
REQUEST: NEW CONSTRUCTION; fence; courtyard relocated to side of house due to topography
COMMENTS: As of 1 Oct: Underway (FU: Abbott)
- 13) OWNER: Hart CONTRACTOR: Express Stucco Permitted 6 Jun 13
LEGAL: DPW; U3; L29A STREET: 203 Red Hawk Dr
REQUEST: Construct block/stucco-covered retaining wall within setbacks; NTE 3 high; landscape to prevent erosion due to drainage. Re-grade & re-pave drive
COMMENTS: As of 1 Oct: Not started, but dead trees are being removed. (FU: Abbott)
- 14) OWNER: Bramblett CONTRACTOR: Alto Mesa Bldrs \$57.50
LEGAL: DPW; U6; L167 STREET: 101 Porcupine Ct
REQUEST: Add concrete steps, walk & rail along south side
COMMENTS: (FU: Abbott)
- 15) OWNER: Anderson CONTRACTOR: Myers Permitted 21 Feb 13
LEGAL: DPW; U6; L168A STREET: 103 Porcupine
REQUEST: Landscaping Amendment for utility enclosure/wall w/stucco/rock veneer to match house (to screen electric, water, gas, meters, etc.)
COMMENTS: As of 15 May: Underway. (FU: Abbott)
- 16) OWNER: Ratliff CONTRACTOR: Ratliff Permitted 7 Feb 13
LEGAL: DPV; U8; L 149 STREET: 113 Reindeer
REQUEST: NEW CONSTRUCTION
COMMENTS: As of 1 Oct: Underway. Cert of Occ (upon completion) (FU: Abbott)
- 17) OWNER: White CONTRACTOR: Chandler Construction Permitted 6 Jun 13
LEGAL: DPV; U8; L212 STREET: 102 Lasso Ct
REQUEST: Room addition (for an office)
COMMENTS: As of 1 Oct: Not started. (FU: Abbott)
- 18) OWNER: Skarda CONTRACTOR: Alto Mesa Bldrs Permitted 3 Oct 13
LEGAL: ALGCC; U1; B4; L17 STREET: 132 Mulligan
REQUEST: Re-roof; new deck roof over existing open patio; add eyebrow roof at SW corner of house
COMMENTS: As of 15 Oct: Underway. (FU: Santos)
- 19) OWNER: Schnier CONTRACTOR: Owner Permitted 5 Sep 13
LEGAL: HM; U2; B10; L5 STREET: 158 Eagle Ridge
REQUEST: Courtyard wall (>4' tall; cedar)/fence and property side & rear setbacks. Composition to be white and black plastic.
COMMENTS: As of 15 Oct - Underway (FU: Santos)

- 20) OWNER: Brunson (GL Leasing) CONTRACTOR: RC Constr; (Thompson) Permitted 4 Apr 13
 LEGAL: HM; U4; L15 STREET: 107 Alto Mesa
 REQUEST: Repl cedar shake w/metal shingles; repl windows in west end wall; enlarge front porch/deck to 8x14; construct new stairs/handrail
 COMMENTS: COMPLETE? Abbott to review
- 21) OWNER: Pettis CONTRACTOR: owner Ext expires 21 Dec 13
 LEGAL: HM; U1; B3; L20 STREET: 127 Mira Monte
 REQUEST: Permit Extension to add attached storage; repair/replace rotten soffits, kitchen window
 COMMENTS: As of 3 Oct: not started. (FU: Santos)
- 22) OWNER: Sherman CONTRACTOR: Cornelius Constr Permitted 6 Dec 12
 LEGAL: DPM; U8; L12A STREET: 107 Sunflower
 REQUEST: Addition & new roof structure over existing house
 COMMENTS: As of 15 Oct: Underway. (FU: Santos)
- 23) OWNER: Strickland CONTRACTOR: ZiaScapes Permitted 3 Oct 13
 LEGAL: DPM; U8; L1 STREET: 111 Blazing Star
 REQUEST: Landscaping – courtyard enclosure (5' high; stucco; >1,200 sq ft)
 COMMENTS: As of 15 Oct: Not started. (FU: Santos)
- 24) OWNER: Bryant CONTRACTOR: Chandler Builders Permitted 15 Aug 13
 LEGAL: DPM; U11; L16 STREET: 119 Blazing Star Trail
 REQUEST: Deck addition (composite; redwood rails; 500') to match existing
 COMMENTS: As of 15 Oct: Not started. Pending VOR (FU: Santos)
- 25) OWNER: Fisher CONTRACTOR: Prewitt Constr Permitted 4 Oct 12
 LEGAL: DPM; U13; L5A STREET: 108 Paint Brush
 REQUEST: NEW CONSTRUCTION
 COMMENTS: As of 15 Oct: Underway. Abbott to contact re EXTENSION Cert of Occ (upon completion). (FU: Santos)