

# Alto Lakes Special Zoning District

## MINUTES – 17 April 2014

1. Call to order: 8:57am
2. Roll call: Fisher, McMasters, Porter present; Santos present by telecom
3. Pledge of Allegiance
4. Approval of Meeting Agenda: Fisher moved to approve, McMasters seconded
5. Approval of Meeting Minutes for 6 April 2014 Regular Meeting: Fisher moved to approve, Meunier seconded
6. VARIANCE/PERMIT REQUESTS (Part 1)

### A. Variance Hearing:

### B. Zoning Permits:

- 1) OWNER: Graham CONTRACTOR: Rick Stephens \$25  
LEGAL: ALGCC; U3; B12; L6 STREET: 321 High Mesa  
REQUEST: Landscape (lay flagstone in mortar on existing path; build paver flower bed with drought tolerant shrubs)  
MOTION: Fisher SECOND: McMasters
- 2) OWNER: DeBoer CONTRACTOR: Dan-D Construction (Dan Duffer) TABLE  
LEGAL: SB; U3; B10; L3 STREET: 100 Sunset Dr  
REQUEST: Re-roof shingle to metal (Fabrel metal; cocoa brown); re-stain wood (cedar = same as existing) & paint foundation (cocoa brown)  
MOTION: SECOND:
- 3) OWNER: Griffith CONTRACTOR: Dancing Bear Homes Inc N/A  
LEGAL: ALGCC; U4; B12; L43 STREET: 131 Broadmoor  
REQUEST: Re-stain log home & deck; replace windows same as existing  
MOTION: Fisher SECOND: McMasters  
COMMENTS: Deemed to be a no-fee permit
- 4) OWNER: Cannon CONTRACTOR: Jason Wheeler N/A  
LEGAL: SB; U2; B7; L27 STREET: 103 Tanglewood  
REQUEST: Repl existing gutters/downspouts (same size & color as existing)  
MOTION: Fisher SECOND: McMasters  
COMMENTS: Deemed to be a no-fee permit
- 5) OWNER: Spencer CONTRACTOR: Younger TABLE  
LEGAL: LS; U1; B2; L1 STREET: 272 Lake Shore  
REQUEST: Re-roof - NO PAPERWORK  
MOTION: SECOND:  
COMMENTS:
- 6) OWNER: McSpadden CONTRACTOR: ZiaScapes \$25  
LEGAL: ALGCC; U5; B14; L38 STREET: 100 Torrey Pines  
REQUEST: Landscape (cut drain pipes & re-plumb; prep area; excavate creek beds & terrace wall ledges; construct terrace wall of vertically set moss rock ledgestone; river rock border; drip irrigation; top dress)  
MOTION: Fisher SECOND: McMasters

- 7) OWNER: Beyer CONTRACTOR: First Choice Improvements \$25  
 LEGAL: ALGCC; U2; B7; L11 STREET: 113 Midiron  
 REQUEST: "Re-top" drive; remove & replace decking only with like structure; same footprint as existing  
 MOTION: Fisher SECOND: McMasters  
 COMMENTS:
- 8) OWNER: Wright CONTRACTOR: Koehler Koncrete N/A  
 LEGAL: Condo B1 STREET: 139 Midiron  
 REQUEST: Repl patio; remove existing concrete & repl w/new. Acid color rustic brown. No walkway involved.  
 MOTION: Fisher SECOND: McMasters  
 COMMENTS: Deemed to be a no-fee permit
- 9) OWNER: Crain CONTRACTOR: GR Morrow TABLE  
 LEGAL: ALGCC; U4; L8 STREET: 112 Mulligan  
 REQUEST: Emergency Re-roof (60mm TPO roofing)  
 MOTION: Fisher SECOND: Meunier  
 COMMENTS:
- 10) OWNER: Bergstrand CONTRACTOR: Arrowhead \$25  
 LEGAL: ALGCC; U2; B6; L24 STREET: 125 Mulligan  
 REQUEST: Re-roof (Heritage; 50-yr composite shingles; Tanko; weathered wood)  
 MOTION: Fisher SECOND: Meunier
- 11) OWNER: Rogers CONTRACTOR: Copperleaf \$25  
 LEGAL: DPW; U7; L11A STREET: 117 Deer Park Dr  
 REQUEST: Landscape (planting beds on sides of house; 3 planting areas in back; new plants and extension of existing drip system.)  
 MOTION: Fisher SECOND: McMasters
- 12) OWNER: Calderon CONTRACTOR: Ratliff \$25  
 LEGAL: DPW; U2; L46 STREET: 160 Deer Park Dr  
 REQUEST: Stucco over wood  
 MOTION: Fisher SECOND: Meunier
- 13) OWNER: Jugenheimer/Brown CONTRACTOR: ZiaScapes \$25  
 LEGAL: DPW; U2; L47 STREET: 161 Deer Park Dr  
 REQUEST: Landscape (some new planting; 1 zone of hose bib drip irrigation; top dress all areas)  
 MOTION: Fisher SECOND: Meunier
- 14) OWNER: Jeffreys CONTRACTOR: Copperleaf \$25  
 LEGAL: HM; U3; B5; L23 STREET: 105 El Sendero  
 REQUEST: Landscape (new plants; add drip system)  
 MOTION: Fisher SECOND: McMasters
- 15) OWNER: Alexander CONTRACTOR: Ruidoso Deck Staining (Shane) N/A  
 LEGAL: HM; U2; B10; L19 STREET: 186 Eagle Ridge  
 REQUEST: Power-wash; sand; stain deck  
 MOTION: Fisher SECOND: Meunier  
 COMMENTS: Deemed to be Home Owner maintenance

C. Short-term Rental Permits: 1 granted to Hummingbird Cabins

D. Re-plats: 1 replat approved for signature

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. Porter to contact Lori Griffin re putting together drafts of potential permit applications. (Suggest having one house with appropriate drawings for new construction, new roof, deck, landscaping, etc.)

B. Issues/Concerns/Complaints:

- 1) Status of Complaint regarding RV (big blue bus, 5<sup>th</sup> wheel, commercial operation) parked on Antler.
- 2) At 10:45 McMasters moved and Fisher seconded adjourning to Executive session to discuss legal action re 149 Crown Ridge. Situation was then summarized for new commissioners, with discussion of proposed settlement. Fisher moved to accept settlement, McMasters seconded, and by voice vote, decision to accept settlement passed. Porter to contact attorney with results. McMasters moved and Meunier seconded exiting Executive session and returning to Public meeting.

C. Past Actions:

- 1) Forest Health – Status of complaint letters
  - a. Porter to drive around and verify the Club list of violations (to receive proposed letter drafted by Attorney)
  - b. Porter to identify and add new violators to list (to receive first letter)
- 2) Discussion re amending Zoning Ordinance for non-solicitation (or possibly issuing a Conditional or Special Use permit)
- 3) Status of revision of Joint Complaint Form.
- 4) Fisher moved, Meunier seconded the DRAFT of ALSZD Resolution 2014-01 containing language and procedures for the upcoming ALSZD elections to be held in September. Resolution to be presented and accepted at 1 May 2014 meeting. Declaration of Candidacy and Write-in Candidacy forms may be obtained from either the Lincoln County Clerk of Elections, any ALSZD Commissioner, or on the ALSZD website ([www.alszd.org](http://www.alszd.org)).
  - Filing Day: 7/22/2014 (from 9:00am-5:00pm)
  - Write In Day: 8/05/2014
  - Withdraw Candidacy: 8/05/2014
  - Books Close: 8/12/2014
  - Absentee Begins: 8/15/2014
  - Absentee Ends: 9/5/2014
  - Election Day: 9/9/2014
  - Books Open: 9/15/2014
  - The canvassing of the election will be held on either 9/11/2014 or 9/12/2014, depending on the judge available.

D. Permit Follow-Up: See Attachment 1.

8. New Business (Part 3)

A. New topics:

- 1) OWNER: Wiggins CONTRACTOR: Stan Cape ([stancap@me.com](mailto:stancap@me.com)) to be heard 15 May  
LEGAL: ALGCC; U4; B11; L15A STREET: 100 Greenbrier  
REQUEST: VARIANCE DISCUSSION re setbacks – ALSO ADD PERMIT REQUEST to add small bath adjacent to bedroom. (1 foot overhang into setback)  
MOTION: SECOND:  
COMMENTS: To schedule the Variance Hearing at our 15 May meeting, letters must be sent to be received by 30 April. (In order to have heard the Variance request at the 1 May meeting, the letters would have needed to be received by 16 April.) Santos to contact Contractor with emails concerning procedures and info on Variance process.

B. Public Comments:

C. Commissioner Comments:

- 1) Effective 20 Feb 2014, based on project requirements, no ALSZD permit will be issued unless/until all pertinent items on the Joint Permit Checklist have been satisfied.
- 2) Santos to be absent during April, May and first June Zoning meetings.

9. Informal Discussions:

10. Treasurer's Report.

- 1) Permit Fees:
  - a. Total of permit fees received: \$225
  - b. Additional fees received:
- 2) Bank account: \$26,828.02
- 3) Invoice Approvals:
  - a. \$85 to Liam Griffin for review of VOR door to door
  - b. \$30 to Porter for 2 large maps of ALG&CC
  - c. \$100 to ALG&CC for March room rent
  - d. \$48 to USPS for 1 year PO Box rental (3/31/14 'til 4/1/15)

11. Announcement of Upcoming Meetings:

Next Regular meeting: 1 May 2014 at 9:00; Stag Room of ALG&CC; 1 Mulligan Drive, Alto, NM.  
Submission deadline for permit applications is 3:00pm 24 April 2014.

12. Adjournment:

/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.*

# ATTACHMENT 1

## **Follow-up Items from Previous Meetings**

- 1) OWNER: Ordish / James                      CONTRACTOR: JDP Contractors                      Permitted 6 Mar 14  
LEGAL: SB; U2, B4, L10                      STREET: 112 Pinecone  
REQUEST: Lot combo vellum presented; Permit renewal for NEW CONSTRUCTION.  
COMMENTS: 6 month extension to original/expired construction permit granted (expiration date is 6 Sep 2014). Landscape plan is to be presented addressing the incorporation of storage area. As of 18 Mar: Underway. (FU: Porter) Cert of Occ (upon completion).
  
- 2) OWNER: Apel                                      CONTRACTOR: Scott Pacheco & Son                      Permitted 18 Jul 13  
LEGAL: SB; U2, B4, L35                      STREET: 104 Crown Ridge  
REQUEST: Re-do courtyard due to previous faulty work. Add stacked stone to façade; repaint house  
COMMENTS: As of 18 Mar 14: Underway (FU: Porter)
  
- 3) OWNER: Miller                                      CONTRACTOR: Pedroni                                      Permitted 20 Feb  
LEGAL: SB; U1; B1; L7                      STREET: 149 Crown Ridge  
REQUEST: Landscaping; Courtyard wall  
COMMENTS: (FU: Porter)  
6 March: Originally presented on 20 Feb to do both landscaping and to build courtyard on adjacent lot 6. Landscaping on east side of home approved, however found no lot split/combo had been done by owner of lots 5 & 6 (Losee per LC TameIt). Gravel drive had been approved in 2005; house addition is into utility setback. Upon review, it is the opinion of Zoning that there is illegal double use of this lot (lot 6) that must be resolved legally. Resolution appears to be submittal of replat of Lot 6 (Losee lot) by owner of Lots 5 (Losee) and 7 (Miller).  
20 Mar: Per LC TameIt, appears Lot 6 has been purchased by Miller since 6 March meeting. Porter to send letter to owner Miller re obtaining a landscape permit. Porter to ask if lots will be combined, as otherwise nothing but landscaping may be done to Lot 6. Any additional structures/work would also need to be permitted.  
3 Apr: Commissioner McMasters' LC TameIt shows Lot 6 belongs to Miller. Commission approved amending original landscape permit to allow flagstone and revised fencing/courtyard wall, composed of stucco posts with wrought iron inserts on Lot 7 only, within the setbacks.
  
- 4) OWNER: Wood                                      CONTRACTOR: Prewitt                                      Permitted 7 Nov 13  
LEGAL: ALGCC; U4; B13; L5                      STREET: 126 Broadmoor  
REQUEST: Repl wood rear deck & stairs with composite; color same as existing  
COMMENTS: As of 18 Feb 14: Not started. (FU: Porter)
  
- 5) OWNER: McConnell                                      CONTRACTOR: Charles Shook Constr                      Permitted 21 Nov 13  
LEGAL: ALGCC; U7; B17; L37                      STREET: 166 Del Monte  
REQUEST: Replace decking w/composite; replace wood railings with black metal rails; any needed new/bare wood (floor joists, et) will be painted or stained to match existing house color.  
COMMENTS: As of 18 Feb 14: (FU: Porter)
  
- 6) OWNER: Stewart                                      CONTRACTOR: Beier (Finecraft Bldrs)                      Permitted 6 Apr 14  
LEGAL: ALGCC; U3; B12; L18                      STREET: 110 Tanglewood  
REQUEST: Remove/replace deck and supports. Trex (madeira; rails bronze metal)  
COMMENTS: (FU: )

- 7) OWNER: Gerth CONTRACTOR: TNT Concrete Innov. Permitted 15 Aug 13  
LEGAL: HM; U2; B8; L18 STREET: 1434 High Mesa  
REQUEST: Re-do patio & entrance (faulty concrete); new overlay to match house  
COMMENTS: (FU: Santos)
- 8) OWNER: Kewley CONTRACTOR: Owner Permitted 5 Dec 13  
LEGAL: LS; U1; B3; L14A STREET: 116 Buena Vista  
REQUEST: Repl railroad tie stairs with concrete steps and metal railing.  
COMMENTS: As of 18 Mar 14: (FU: Porter)
- 9) OWNER: Jenkins CONTRACTOR: Jack Johnson permitted 21 Nov 13  
LEGAL: SB; U1; B1; L75, 76 STREET: 267 Lake Shore  
REQUEST: Remove/replace existing concrete block retaining wall with engineered poured concrete wall and stucco/paint to match house.  
COMMENTS: As of 18 Mar 14: Underway – pending color coat. (FU: Porter)
- 10) OWNER: Sprouse CONTRACTOR: Cyclone Bldrs Permitted 17 Oct 13  
LEGAL: LS; U1; B4; L10 STREET: 309 Lake Shore  
REQUEST: Add covered deck with same roofline & material – metal  
COMMENTS: As of 18 Mar 14: Not started. (FU: Porter)
- 11) 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 18 Mar 14: drive is still gravel. (FU: Porter)
- 12) OWNER: Apodaca CONTRACTOR: Quinones Constr Permitted 17 Oct 13  
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. Cert of Occ upon completion  
COMMENTS: As of 18 Mar 14: Underway. (FU: Abbott)
- 13) OWNER: Ragsdale CONTRACTOR: Rocky Mtn Constr Permitted 6 Apr 14  
LEGAL: DPW TH; U6; L45C STREET: 130 Crooked Stick  
REQUEST: Remove/repl deck to match existing (HOA approval rc’d)  
COMMENTS: (FU: )
- 14) OWNER: Jones CONTRACTOR: Alto Mesa Bldrs Permitted 20 Feb 14  
LEGAL: DPW; U1; L25 STREET: 148 Deer Park Dr  
REQUEST: Replace existing redwood deck w/new redwood deck  
COMMENTS: As of 18 Mar 14: Underway. (FU: Santos)
- 15) OWNER: DeGroat CONTRACTOR: GDM Contracting Permitted 7 Nov 13  
LEGAL: DPW; U2; TR43A STREET: 103 Wild Turkey  
REQUEST: Remove/replace pad in front of garage door  
COMMENTS: As of 18 Mar 14: Not started. (FU: Abbott)
- 16) OWNER: Eisenrich CONTRACTOR: Second Generation Permitted 6 Mar 14  
LEGAL: DPW; U2; TR35A STREET: 203 Pheasant Ct  
REQUEST: Storage room addition; wood sides (T111); stucco skirt to extend to the ground; metal roof (Gerard; blue) to match existing; per Village, no VOR required as smaller than 200 sq ft.  
COMMENTS: As of 18 Mar 14: Not started. Pending Payment (FU: )

- 17) OWNER: Simpson CONTRACTOR: Owner Permitted 16 Jan 14  
 LEGAL: DPW; U2; LT32B STREET: 204 Quail Run  
 REQUEST: New construction after fire (894 new heated); Gerard steel shingles same as existing  
 COMMENTS: As of 18 Mar 14: Underway (FU: Porter)
- 18) OWNER: Scarborough CONTRACTOR: Rocky Mountain Constr Permitted 20 Mar 14  
 LEGAL: DPW; U4; L126 STREET: 103 Oso Loop  
 REQUEST: Demo existing deck; replace with new covered deck (TmberTek); roofing to match existing house  
 COMMENTS: (FU: )
- 19) OWNER: Liberti CONTRACTOR: GDM Contracting Permitted 17 Oct 13  
 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.  
 COMMENTS: As of 18 Mar 14: Underway (FU: Abbott)
- 20) OWNER: Liberti CONTRACTOR: Express Stucco Permitted 17 Oct 13  
 LEGAL: DPW; B6; L170A STREET: 105 Porcupine  
 REQUEST: Repair siding (approx. 10 sq feet) prior to stucco work being done. Stucco exterior (complete change from wood to stucco)  
 COMMENTS: As of 18 Mar 14: Underway (FU: Abbott)
- 21) OWNER: Kisler CONTRACTOR: Owner Permitted 7 Nov 13  
 LEGAL: DPV; U4; L19 STREET: 170 Deer Park Valley  
 REQUEST: Replace/Repair deck  
 COMMENTS: As of 4 Mar 14: Not started. (FU: Abbott)
- 22) OWNER: Nichols CONTRACTOR: Ruidoso Quality Builders Permitted 20 Feb 14  
 LEGAL: DPV; U8, L145 STREET: 240 Saddleback  
 REQUEST: New construction; plans provided; stucco walls; metal roof; courtyard; lot combo  
 COMMENTS: As of 4 Mar: Underway. (FU: McMasters)
- 23) OWNER: Ratliff CONTRACTOR: Ratliff Extension expires 7 Aug 14  
 LEGAL: DPV; U6; L149 STREET: 113 Reindeer  
 REQUEST: NEW CONSTRUCTION  
 COMMENTS: As of 4 Mar 14: Underway. Permitted date of 7 Feb 13 – extension expires 7 Aug 14. Cert of Occ (upon completion) (FU: Porter)
- 24) OWNER: Gwyn CONTRACTOR: Owner Permitted 17 Oct 13  
 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.  
 COMMENTS: As of 4 Mar 14: Underway (FU: Porter)
- 25) OWNER: Hawthorne CONTRACTOR: Eagle Creek Construction Permitted 5 Dec 13  
 LEGAL: ALGCC; U1; B4; L6 STREET: 108 Mulligan  
 REQUEST: Re-stucco; re-roof; power wash & re-stain wood posts & corbels – all work same as existing  
 COMMENTS: As of 18 Mar 14: Underway. (FU: Santos)

- 26) OWNER: Vescovo                      CONTRACTOR: Sunbelt General Contr      Permitted 6 Mar 14  
 LEGAL: ALGCC; U6; L20              STREET: 113 Mulligan  
 REQUEST: Deck addition with roof extension; remove stairs from old deck; re-roof (Tamko asphalt shingle; Heritage shadow tone)  
 COMMENTS: As of 18 Mar 14: Underway. (FU: Santos)
- 27) OWNER: Flowers                      CONTRACTOR: Express Stucco              Permitted 6 Mar 14  
 LEGAL: HM; U1; B4; L5              STREET: 108 Twin Tree  
 REQUEST: Wood home to stucco (color San Antonio)  
 COMMENTS: As of 18 Mar 14: Underway. (FU: )
- 28) 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 18 Mar 14: Underway (FU: Santos)
- 29) OWNER: Knorr                      CONTRACTOR: Eddie's Can-struction      Permitted 20 Feb 14  
 LEGAL: HM; U2; B9; L17A              STREET: 168 Mira Monte  
 REQUEST: Enclose one 3' door & remove 6' window; add 6' door; add roof over deck (not to exceed existing). Enclose 6'x20' deck for storage (add footing & block). Stucco patchwork; new walls and foundation to match existing (Torreon)  
 COMMENTS: As of 18 Mar 14: Not started. (FU: )
- 30) OWNER: Lutz                      CONTRACTOR: Mountain Gold Constr      Permitted 20 Feb 14  
 LEGAL: HM; U2; B7; L53A              STREET: 135 Alto Mesa  
 REQUEST: Add roof over back deck; Add rock wainscot 3' high on either side of garage door. NO cedar latias to outside of railing; NO gate.  
 COMMENTS: As of 18 Mar 14: Underway (FU: McMasters)
- 31) OWNER: Sherman                      CONTRACTOR: Cornelius                      Permitted 17 Oct 13  
 LEGAL: DPM; U8; L12A              STREET: 107 Sunflower  
 REQUEST: In-ground water storage units & 2 stone pillars – COMPLETE. Asphalt the drive.  
 COMMENTS: As of 18 Mar: Underway. Pending asphalt of drive and removal of construction debris. (FU: Santos)
- 32) OWNER: Waldrop                      CONTRACTOR: Cowan                      Permitted 6 Apr 14  
 LEGAL: DPM; U3; L4                      STREET: 113 Cone Flower  
 REQUEST: Re-roof; re-stucco – both as existing; add covered deck over entry. Add courtyard space enclosed with 4' stucco wall  
 COMMENTS: (FU: )
- 33) 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 18 Mar 14: Not started. (FU: Santos)