

# Alto Lakes Special Zoning District

## MINUTES – 15 May 2014

1. Call to order: 8:59am
2. Roll call: all present; Santos via phone
3. Pledge of Allegiance
4. Approval of Meeting Agenda: Fisher moved to approve, Meunier seconded
5. Approval of Meeting Minutes for 1 May 2014 Regular Meeting: Fisher moved to approve, Meunier seconded
6. VARIANCE/PERMIT REQUESTS (Part 1)

### A. Variance Hearing:

Fisher moved, Meunier seconded opening the Public Hearing. Owner's rep (Stan Cape) presented reasons/arguments for granting a Variance reducing the side setback by one foot. Certified letters were sent and proof of publication received by the Commission. Open discussion of proposal was held, and a call for any interested parties wishing to be heard was made. McMasters moved and Meunier seconded closing the Public Hearing. McMasters moved to approve the Variance request and Fisher seconded; voice vote taken with unanimous approval.

- 1) OWNER: Wiggins CONTRACTOR: Stan Cape ([stancap@me.com](mailto:stancap@me.com)) \$300  
LEGAL: ALGCC; U4; B11; L15A STREET: 100 Greenbrier  
REQUEST: VARIANCE re setbacks (1 foot overhang into setback)  
MOTION: McMasters SECOND: Meunier  
COMMENTS: 1 foot setback reduction approved as roof overhang results in minimal setback intrusion.

### B. Zoning Permits:

- 1) OWNER: Wiggins CONTRACTOR: Stan Cape \$175  
LEGAL: ALGCC; U4; B11; L15A STREET: 100 Greenbrier  
REQUEST: Extension of existing bedroom & small bath. (1 foot overhang into setback); new cart barn attached to existing garage; new exterior patio off existing bedrooms on NW side of house; lower existing patio wall to 4' high as per original plan.  
MOTION: Fisher SECOND: Meunier  
COMMENTS: (FU: )
- 2) OWNER: Wall CONTRACTOR: Moebus \$50  
LEGAL: ALGCC; U7; B15; L58A STREET: 344 Ft Stanton Rd  
REQUEST: New deck (6' footings; trex composite in fireside/redwood; redwood pillars & railing)  
MOTION: Meunier SECOND: Fisher  
COMMENTS: (FU: )
- 3) OWNER: Veytia CONTRACTOR: Arrowhead \$25  
LEGAL: ALGCC; U5; B14; L27 STREET: 217 MidIron Dr  
REQUEST: Re-roof (Mueller metal; 26-gauge "U" panel; Colony green; repair wood deck in redwood natural finish)  
MOTION: Fisher SECOND: Meunier
- 4) OWNER: St Sure CONTRACTOR: Arrowhead \$25  
LEGAL: ALGCC; U3, B10; L19 STREET: 308 High Mesa  
REQUEST: Re-roof (Fabrah metal mfg grand rib; 3 – cocoa brown)  
MOTION: Fisher SECOND: Meunier

- 5) OWNER: Boomer CONTRACTOR: Prewitt \$25  
 LEGAL: ALGCC; U3; B10; L4 STREET: 414 High Mesa  
 REQUEST: Re-roof (Gerard, stone coated metal; classic tile; Barclay)  
 MOTION: McMasters SECOND: Meunier  
 COMMENTS:
- 6) OWNER: Shiflett CONTRACTOR: Rocky Mtn Constr (David Griffin) \$470  
 LEGAL: ALGCC; U4; B14; L18 STREET: 136 Pinehurst  
 REQUEST: NEW CONSTRUCTION  
 MOTION: Porter SECOND: Meunier  
 COMMENTS: (FU: )
- 7) OWNER: Marquez CONTRACTOR: Owner \$50  
 LEGAL: LS; U1; B3; L42 STREET: 302 Lake Shore  
 REQUEST: New 12 x 40 (VOR says 14 x 30) composite deck w/6x6 posts; VOR mentions repairing showers & repl flashing; repl front rock on entrance; new stamped concrete front sidewalk & parking landing  
 MOTION: McMasters SECOND: Meunier  
 COMMENTS: (FU: )
- 8) OWNER: Anthony CONTRACTOR: Owner \$0  
 LEGAL: LS; U1; B3; L46 STREET: 310 Lake Shore  
 REQUEST: Paint/stain deck (??) – pewter green  
 MOTION: SECOND:  
 COMMENTS: Deemed no permit required

C. Short-term Rental Permits: None

D. Re-plats: 2 lot combos reviewed/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. Meunier to create or contact Lori Griffin re putting together drafts of potential permit applications. (Suggest having one house with appropriate drawings showing processes/paperwork required for new construction, new roof, deck, landscaping, etc.)

### B. Issues/Concerns/Complaints:

### C. Past Actions:

- 1) Forest Health –The primary task of Zoning is the health, safety, and welfare of the entire ALSZD.
  - a. ALSZD to proactively proceed with identifying properties, sending notification letters to pertinent owners that property is in violation of Section 16 of the ALSZD Ordinance.
    - i. Initial letters sent will be to those properties identified by Zoning and the ACC/Board, along with complaints received from residents. (Porter is in the process of driving around ALGCC and identifying properties perceived to be in violation.)
    - ii. Follow-up letters will be sent if there is no resolution or communication.
    - iii. If no response/action from recipient is received within 30 days of follow-up letter date, letter to be sent with notice of proposed legal action.
- 2) Discussion re amending Zoning Ordinance for non-solicitation (or possibly issuing a Conditional or Special Use permit). No additional work yet done on this.

- 3) Status of revision of Joint Complaint Form. No additional work yet done on this.
- 4) See Resolution 2014-01 ref language and procedures for upcoming ALSZD elections to be held in September. 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).
  - 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:

B. Public Comments:

Two permit applications (Witt and DiFonzo) were not received by Zoning for inclusion in this Agenda, however initial review indicates probable approval at 5 June meeting.

C. Commissioner Comments:

- 1) 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: \$1,070.00
- b. Additional fees received:

2) Bank account: As of 15 May, \$28,105.02

3) Invoice Approvals:

- a. Fisher moved, Meunier seconded approval of \$100 payment to Club for May meetings.
- b. Fisher moved, Meunier seconded approval of \$300 payment to Attorney Griffin for

11. Announcement of Upcoming Meetings:

Next Regular meeting: 5 June 2014 at 9:00; Stag Room of ALG&CC; 1 Mulligan Drive, Alto, NM.  
Submission deadline for permit applications is 3:00pm 29 May 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

- 2) 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).
- 3) 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)
- 4) OWNER: Miller                                      CONTRACTOR: Pedroni                                      Permitted 20 Feb  
LEGAL: SB; U1; B1; L7                      STREET: 149 Crown Ridge  
REQUEST: Landscaping; Courtyard wall  
COMMENTS: (FU: Porter)
- 5) OWNER: Neeley                                      CONTRACTOR: Jeff Foreman Constr                      Permitted 1 May 14  
LEGAL: SB; U1; B1; L28                      STREET: 186 Crown Ridge  
REQUEST: 628 sq ft new decks; galvanized metal wire panels for deck  
COMMENTS: (FU: ) Work is a repair vs new.
- 6) 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)
- 7) OWNER: Beyer                                      CONTRACTOR: First Choice Improvements                      Permitted 17 Apr 14  
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: 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)
- 9) 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: )
- 10) OWNER: Gonzalez                                      CONTRACTOR: Juan Rodriguez (#92073)                      Permitted 1 May 14  
LEGAL: ALGCC; U1; B4; L33                      STREET: 705 High Mesa  
REQUEST: New Construction  
COMMENTS: (FU: ) 2,700 sq ft. CoO upon completion.

- 11) 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)
- 12) 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)
- 13) 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)
- 14) 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)
- 15) 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)
- 16) 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: )
- 17) 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: )
- 18) 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)
- 19) OWNER: Calderon CONTRACTOR: Ratliff Permitted 17 Apr 14  
LEGAL: DPW; U2; L46 STREET: 160 Deer Park Dr  
REQUEST: Stucco over wood  
COMMENTS:
- 20) OWNER: Myers CONTRACTOR: GDM Contracting Permitted 1 May 14  
LEGAL: DPW; U6; L178 STREET: 240 Deer Park Dr  
REQUEST: Add ground-level enclosure under existing back deck, tying into house with enclosure to match deck rail. 2x6 and 2x2 ballisters. Repl stairway from lower deck to ground level (less than 10’ high). 2x12 PT stair runners; 6x6 support posts; 2x6 and 2x2 handrail with 4” spaced ballisters per code. Stain to match existing “brown” and “green.”  
COMMENTS: (FU: )

- 21) 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: )
- 22) 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: )
- 23) 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)
- 24) 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: )
- 25) 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: )
- 26) 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: )
- 27) 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: )
- 28) 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)
- 29) 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)

- 30) 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)
- 31) 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)
- 32) 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)
- 33) OWNER: Skarda CONTRACTOR: Alto Mesa Bldrs Permitted 1 May 14  
 LEGAL: ALGCC; U1; B4; L17 STREET: 132 Mulligan  
 REQUEST: 25x25 garage addition  
 COMMENTS: (FU: )
- 34) 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: )
- 35) 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)
- 36) 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: )
- 37) 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)
- 38) 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)

- 39) 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)
- 40) OWNER: Aldridge CONTRACTOR: Fanning Permitted 1 May 14  
LEGAL: DPM; U14; L2 STREET: 147 Water Spirit Trail  
REQUEST: Room addition  
COMMENTS: (FU: )
- 41) 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: )
- 42) OWNER: Lindsey CONTRACTOR: Owner Permitted 1 May 14  
LEGAL: HM; U1; B5, L2A STREET: 103 Twin Tree  
REQUEST: Faux stone veneer exterior fireplace & chimney enclosure. Paint exterior (dark Francesca window & door trim, wax sculpture siding)  
COMMENTS: (FU: )