

Alto Lakes Special Zoning District

MINUTES – 4 December 2014

1. Call to order: 8:58am
2. Roll call: Kranz, Meunier, Santos present
3. Pledge of Allegiance
4. Approval of Meeting Agenda: Kranz moved for approval; seconded by Meunier
5. Approval of Meeting Minutes for 20 Nov 2014 Regular Meeting: Meunier moved for approval; seconded by Kranz
6. VARIANCE/PERMIT REQUESTS (Part 1)
 - A. Variance Hearing: None.

B. Zoning Permits:

- 1) OWNER: Westmoreland CONTRACTOR: John Cornelius \$
LEGAL: ALGCC; U4; B12; L36 STREET: 104 Mountain Oak
REQUEST: Re-roof (Mueller; 26-gauge; Cocoa Brown); Re-deck with trex (color as existing)
MOTION: Meunier SECOND: McMasters
COMMENTS: (FU:)
- 2) OWNER: Curs CONTRACTOR: Arrowhead \$25
LEGAL: LS; U2; B4; L29 STREET: 148 Buena Vista
REQUEST: Re-roof (Mueller; R-panel; metal; Burnished Slate); sand & refinish deck same as existing
MOTION: Meunier SECOND: Kranz
COMMENTS: Deck work deemed maintenance – no fee, no permit. (FU:)
- 3) OWNER: Thompson CONTRACTOR: Younger \$25
LEGAL: LS; U1; B3; L38 STREET: 294 Lakeshore Dr
REQUEST: Re-roof (Mueller 26-gauge; cocoa brown)
MOTION: Meunier SECOND: Kranz
COMMENTS:
- 4) OWNER: Gearhart CONTRACTOR: Arrowhead \$25
LEGAL: LS; U1; B5; L12A STREET: 107 Blue Ridge Dr
REQUEST: Re-roof (Mueller CF Panel; metal; burnished slate or cocoa brown)
MOTION: Kranz SECOND: Meunier
COMMENTS: (FU:)
- 5) OWNER: Williams CONTRACTOR: Chandler Builders (Adam Rogers) \$25
LEGAL: DPW; U1; L1A STREET: 102 Ferret Ct
REQUEST: Remove/Replace upper & lower deck with conventional framing stucco exterior, concrete deck; metal rails. Colors to match house, with black hand rails.
MOTION: Kranz SECOND: Meunier
COMMENTS: (FU:)
- 6) OWNER: Poe CONTRACTOR: Prewitt Constr no fee
LEGAL: DPW; U1; L37 STREET: 208 Fawn Dr
REQUEST: Replace siding with new siding, color to match existing.
MOTION: Kranz SECOND: Meunier
COMMENTS: Deemed similar to exterior paint – no fee permit issued. (FU:)

- 7) OWNER: Adkins CONTRACTOR: TABLE
 LEGAL: ALGCC; U7; B17; L46A STREET: 130 Alto Drive
 REQUEST: Asphalt driveway
 MOTION: SECOND:
 COMMENTS: No paperwork received, no owner nor representative at meeting. (FU:)
- 8) OWNER: Olson CONTRACTOR: Owner DENIED
 LEGAL: HM; U1; B3; L26 STREET: 115 Mira Monte
 REQUEST: Add additional 4 feet to ground-level back deck. NO infringement on the set back will occur
 MOTION: Meunier SECOND: Kranz
 COMMENTS: (FU:) Denied pending resolution from Village of required VOR & Payment. Drainage issue/water flow concerns deemed moot as landscaping and drive were engineered. Owner agrees to cut back stacked wood curbing.

C. Short-term Rental Permits: None.

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. Meunier reported that this appears to be a non-issue as owners/contractors are submitting quality applications. Perceived cost of a collection of quality permits as well as the resulting possible interpretation that all drawings needed for permit applications must be of a professional nature outweigh the benefits. Santos moved to terminate this project, Kranz seconded.

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 drove around ALGCC and identified 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.

D. Permit Follow-Up: See Attachment 1.

8. New Business (Part 3)

A. New topics:

- 1) Santos called Coppler Law Firm re info on Tier 1 or 2. Nancy Nickerson (who handled the account) is out until 13 October. Office Manager is going to see if she can find any record in Nickerson's emails/files. Santos to send follow-up email per Coppler Admin Ass't request.

B. Public Comments:

- 1) Gary Vadner re building into rear setback (by Burns Ranch). Proposes building 10' into 30' rear setback due to unique setting of his lot between other owners who have combined multiple lots. Rear setback backs onto Burns Ranch, and it is the opinion of the Commission that reducing by 1/3 is a reasonable request. Variance procedures were explained, and owner will be in touch for additional assistance.

C. Commissioner Comments:

- 1) Santos to report in January on conversion of the ALSZD website to an internet-based program be made. Initial inquiries tend to Word Press. Current website host is GoDaddy, which interfaces well with Word Press. Santos is continuing to investigate costs associated – to include the cost of hiring someone to migrate current files – with future website work to be done by Commissioners as appropriate.
- 2) Bunny McDonald attended the ALSZD meeting – as well as a portion of the ACC meeting as she is interested in becoming an active member of the Alto Lakes Community. She is currently a registered Lincoln County Voter, and is waiting to close on her home in Deer Park Valley. Her background includes being a paralegal. Bunny is interested in assisting with the Forest Health project.
- 3) Attorney Griffin & Porter devised a process regarding forest health. Outline of process and a proposed draft second letter to be forthcoming, along with an invoice.

A. Informal Discussions: None.

B. Treasurer's Report.

- 1) Permit Fees:
 - a. Total of permit fees received: \$100.00
 - b. Additional fees received: \$75.00 – past outstanding permit fees
 - c. Bank account: As of 4 Dec 14: \$34,374.61
- 2) Invoice Approvals: None.

C. Announcement of Upcoming Meetings:

Next Regular meeting: 18 December 2014 at 9:00; Stag Room of ALG&CC; 1 Mulligan Drive, Alto, NM. Submission deadline for permit applications is 3:00pm 11 December 2014.

There will be **NO ALSZD meeting on Thursday, 1 January 2015**. The first January meeting is scheduled for 15 January 2015, with submission deadline for permit applications at 3:00pm 8 January 2015.

D. Adjournment: Kranz moved, Meunier seconded adjournment at 10:18am

/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: Brown CONTRACTOR: Chandler Builders Permitted 16 Oct 14
LEGAL: SB; U2; B3; L12A STREET: 210 Brentwood Dr
REQUEST: New deck (425-450 sq ft); east side
Permitted 6 Nov 14: Cut 3 to 4 trees; excavate for driveway extension (105 x 14 wide);
base course; gravel to match; culvert
COMMENTS: COMPLETE.
- 2) OWNER: O'Gwin CONTRACTOR: Christian Constr Permitted 6 Nov 14
LEGAL: LS; U1; B3; L7 STREET: 196 Crown Ridge
REQUEST: Move 4-5 existing railroad ties back to enlarge driveway from left to approx. 10' up the
driveway for ease of entry/exit to property.
COMMENTS: As of 1 Dec: Underway; waiting for asphalt. (FU:)
- 3) OWNER: Massey CONTRACTOR: Dan-D Constr Permitted 6 Nov 14
LEGAL: ALGCC; U4; B13; L21 STREET: 115 Pinehurst
REQUEST: Re-stucco; paint trim, re-paint, handrails, snow stop
COMMENTS: As of 1 Dec: Underway. (FU:)
- 4) OWNER: Shiflett CONTRACTOR: Rocky Mtn Constr Permitted 15 May 14
LEGAL: ALGCC; U4; B14; L18 STREET: 136 Pinehurst
REQUEST: NEW CONSTRUCTION. CO upon completion.
COMMENTS: As of 1 Dec: Underway. (FU:)
- 5) OWNER: Wiggins CONTRACTOR: Stan Cape Permitted 15 May 14
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.
COMMENTS: As of 1 Dec: Underway. (FU:)
- 6) OWNER: Gonzalez CONTRACTOR: Juan Rodriguez (#92073) Permitted 1 May 14
LEGAL: ALGCC; U1; B4; L33 STREET: 705 High Mesa
REQUEST: NEW CONSTRUCTION. CO upon completion.
COMMENTS: As of 1 Dec 14: Underway. (FU:)
- 7) OWNER: Coats CONTRACTOR: Ray Barela Permitted 20 Nov 14
LEGAL: HM; U2; B6; L41A STREET: 1435 High Mesa
REQUEST: Permitted 21 Aug 14: Repair & replace 16 x 24 deck floor only. Same footprint and color
as existing (natural redwood color).
Permitted 20 Nov 14: expand deck footprint, however will remain within setbacks.
COMMENTS: As of 1 Dec 14: Can't see. (FU:)
- 8) OWNER: Carvill CONTRACTOR: MT Gold Constr Permitted 16 Oct 14
LEGAL: HM; U4; L8 STREET: 1440 High Mesa
REQUEST: Add railings to back deck; sun roof; new treds.
COMMENTS: COMPLETE.

- 9) OWNER: Clark CONTRACTOR: Christian Constr (Marc Anthony) Permitted 3 Jul 14
 LEGAL: LS; U1; L3 & 4 STREET: 110 Buena Vista
 REQUEST: Remove & repl deck boards and rails, ballisters; paint as existing; Re-stain/seal house same as existing; 2 Oct: amended to add replacement windows
 COMMENTS: As of 1 Dec 14: Underway. (FU:)
- 10) OWNER: Smith CONTRACTOR: Maldonado Constr Permitted 6 Nov 14
 LEGAL: LS; U1; B2; L13 STREET: 117 Buena Vista Dr
 REQUEST: Add connecting deck with ramp with landing & small sitting area, connecting walkway; stained exterior of home same as existing
 COMMENTS: As of 1 Dec 14: Underway. (FU:)
- 11) OWNER: Welch CONTRACTOR: ZiaSuns Green Constr Permitted 2 Oct 14
 LEGAL: SB; U3, B8, L7A STREET: 203 Lake Shore
 REQUEST: Addition of garage, living area, balcony – to match existing
 COMMENTS: As of 1 Dec 14: Underway. (FU:)
- 12) OWNER: West CONTRACTOR: Mark West Permitted 7 Aug 14
 LEGAL: ALGCC; U2; B6; L19 STREET: 106 French
 REQUEST: Repair deck; Replace bad boards; Install new deck carpet; Fill cracks and paint the front wall
 COMMENTS: As of 1 Dec 14: Underway.
- 13) OWNER: Apodaca CONTRACTOR: Quinones Constr Extension exp 7 Apr 15
 LEGAL: ALGCC; U2; B7; L15 STREET: 129 French
 REQUEST: 6 month Permit Extension for NEW CONSTRUCTION (7 Oct 13 to 7 Apr 15). CO upon completion.
 COMMENTS: As of 1 Dec 14: Underway. (FU:)
- 14) OWNER: Crowson CONTRACTOR: GDM Contracting Permitted 2 Oct 14
 LEGAL: DPW TH; 67 STREET: 103 Crooked Stick
 REQUEST: Fix front porch step, sagging gate to back yard & gas meter. Painting; deck staining
 COMMENTS: COMPLETE.
- 15) OWNER: Parks CONTRACTOR: VICI Builders LLC Permitted 21 Aug 14
 LEGAL: DPW THS; L36A STREET: 138 Crooked Stick
 REQUEST: Repair cracked boards & repaint entire townhome & decks to match existing & adjacent townhomes
 COMMENTS: As of 1 Dec 14: Underway. (FU:)
- 16) OWNER: Johnson CONTRACTOR: Raul Villegas Permitted 6 Nov 14
 LEGAL: AV DPW T-house; U2; L7 STREET: 188 Crooked Stick
 REQUEST: Repl rotted floor joists posts, deck boards, rim boards w/redwood (same as existing); power wash decks; stain to match existing; raise gutters to work properly
 COMMENTS: As of 1 Dec 14: Underway. (FU:)
- 17) OWNER: Mainord CONTRACTOR: Rocky Mtn Constr Permitted 4 Sep 14
 LEGAL: DPW; U1; L26 STREET: 149 Deer Park
 REQUEST: Room addition (924 sq ft), roofed to match existing
 COMMENTS: As of 1 Dec 14: Underway. (FU:)
- 18) OWNER: McGraw CONTRACTOR: Cyclone Constr Permitted 6 Nov 14
 LEGAL: DPW; U11; L61 STREET: 175 Deer Park
 REQUEST: Repl existing deck boards & rails w/Trex & metal rails; Re-roof
 COMMENTS: As of 1 Dec 14: Not started. (FU:)

- 19) OWNER: Hansen CONTRACTOR: Ratliff Permitted 7 Aug 14
LEGAL: DPW; U3; L78 STREET: 196 Deer Park Dr
REQUEST: Repair/replace decks as needed and re-paint stucco; colors per attachment; remove non-conforming dog run; 23 replacement windows, one new window, west-side deck to be cement slab. Entry revision (see letter detail) permitted on 21 Aug 14
COMMENTS: As of 1 Dec 14: Underway. (FU:)
- 20) OWNER: Keith CONTRACTOR: ZiaScapes Permitted 21 Aug 14
LEGAL: DPW; U2; L68 STREET: 101 Wild Turkey
REQUEST: Courtyard wall on a corner property
COMMENTS: As of 1 Dec 14: Courtyard wall not started; landscaping underway. (FU:)
- 21) OWNER: Jowitt CONTRACTOR: Aztec Stucco Permitted 20 Nov 14
LEGAL: DPV; U1; L18 STREET: 132 Deer Valley Dr
REQUEST: New roof over deck; asphalt existing gravel drive; bumpouts around windows
COMMENTS: As of 1 Dec 14: Not started. (FU:)
- 22) OWNER: Sours CONTRACTOR: Fanning Permitted 5 Jun 14
LEGAL: DPV; U1; L52 STREET: 149 Deer Valley Dr
REQUEST: Add pavilion (684 sq ft) (connected at deck) and fireplace in courtyard.
COMMENTS: As of 1 Dec 14: Underway – almost done. (FU: Santos)
- 23) OWNER: Reed CONTRACTOR: Owner Permitted 18 Aug 14
LEGAL: DPV, U1, L40 STREET: 156 Deer Valley Dr
REQUEST: NEW CONSTRUCTION (2116 sq ft; slab; comp roof; Hardi lap siding); CO upon completion
COMMENTS: As of 1 Dec 14: Underway. (FU:)
- 24) OWNER: Gwyn CONTRACTOR: Owner Permitted 7 Aug 14
LEGAL: DPV; U1; L28 STREET: 106 Valley Court
REQUEST: 15 x 34 back deck; rough cut lumber over specs. 7.7 x 10.1 front deck; rough-cut lumber over spec. Both decks to be stained (Australian oil) same as existing front deck. Roofing coco brown by Mueller.
COMMENTS: As of 1 Dec 14: Underway. (FU:)
- 25) OWNER: Nichols CONTRACTOR: Ruidoso Quality Builders Permitted 20 Feb 14
LEGAL: DPV; U8, L145 STREET: 240 Saddleback
REQUEST: NEW CONSTRUCTION. CO upon completion
COMMENTS: As of 1 Dec 14: Underway. (FU: Santos)
- 26) OWNER: Becker CONTRACTOR: Angel Chavez Permitted 4 Sep 14
LEGAL: DPV; U8; L207 STREET: 103 Lasso Ct
REQUEST: Landscape: raised beds; cinder block courtyard wall w/4' tall pillars, stuccoed to match house
COMMENTS: COMPLETE.
- 27) OWNER: Hoffman CONTRACTOR: High Country Permitted 18 Aug 14
LEGAL: ALGCC; U1; B4; L12 STREET: 120 Mulligan Dr
REQUEST: Landscape: Some plant refresh; boulders, flagstone; walkways; add gate and cedar fence around septic access; install tree guards on new trees; drip irrigation; artificial turf; pondless water feature; new gates and a courtyard on east side of house
COMMENTS: COMPLETE

