

**VILLAGE OF CLOUDCROFT NM
OTERO COUNTY
REGULAR PLANNING & ZONING COMMISSION MEETING
May 7, 2024**

Minutes of the Regular Planning & Zoning Commission meeting for the Village of Cloudcroft, held on Tuesday, May 7, 2024, at 9:00 a.m., in the Village Council Chambers, 201 Burro Avenue, Cloudcroft, NM.

CALL TO ORDER:

Chairman Jessica Beach called the meeting to order at 9:00 a.m. with the following Commission members present/absent:

Jessica Beach – present
Leah Freeman – present
Susan Difani – present
James Parker – absent
David Abel – present

The following staff & guests were present for the Regular Meeting: Laura Robertson; Planning & Zoning Clerk, Trustee King; guest, Trustee Foster; guest, Kristi Flak; guest, and Dana Dunlap; guest.

PLEDGE OF ALLEGIANCE:

The pledge of allegiance to the United States and New Mexico flags was led by Chairman Jessica Beach

APPROVAL OF AGENDA:

Chairman Beach entertained a motion to approve the Agenda for the Regular Meeting of May 7, 2024. Commissioner Difani made such a motion, Commissioner Freeman seconded the motion. Vote as follows: Chairman Beach, for; Commissioner Freeman, for; Commissioner Abel, for; and Commissioner Difani, for. **Motion carried unanimously.**

APPROVAL OF MINUTES:

Commissioner Beach entertained a motion to approve the minutes of the Regular Meeting of April 2, 2024. Commissioner Abel made such a motion, Commissioner Difani seconded the motion. Vote as follows: Chairman Beach, for; Commissioner Freeman, for; Commissioner Parker, for; and Commissioner Difani, for. **Motion carried unanimously.**

CODE ENFORCEMENT / PERMIT REPORT:

The P&Z Clerk presented the Code Enforcement & Permit Report for the month of April 2024.

ANNOUNCEMENTS:

No new announcements were made.

NEW BUSINESS:

Discussion of Nuisance Complaint on property located at 506 Balsam:

There has been a complaint issued on an abandoned vehicle with trash and debris in the back of it located at 506 Balsam. Clerk Robertson has sent out a letter to the past known registered owner of said vehicle and will be sending a letter out to the owner of the residence where the vehicle is parked.

OLD BUSINESS:

Action/ Discussion of Complaint on Resident of 214 Aspen:

In reference to the submitted applications for a fence permit and a variance for a fence that was already built on the property, the commissioners had requested that a plot survey by a NM licensed surveyor was to be turned in as a part of the application process. Clerk Laura Robertson has received the completed survey and has tentatively set a date for the Variance Hearing for June 4, 2024 at 9:30am pending all requirements are met for that date.

Action/ Discussion of Complaint on Resident of 404 Phelps Circle:

Commissioners reviewed the current information, that the resident of 404 Phelps Circle has had a survey done by a NM licensed surveyor. The surveyor is waiting on homeowner to finalize some items. When all is completed, it will be sent to the Planning and Zoning Office. The homeowner has also submitted a request for a Variance Hearing for setbacks. When all conditions are met for the variance process, a hearing will be scheduled.

Action/ Discussion of Complaint on Resident of 526 Balsam:

A certified letter has been signed off as received by the property owner in reference to the Nuisance Complaint previously filed on this property.

Action/ Discussion of Complaint on Resident of 528 Balsam:

In reference to the Nuisance Complaint for this property, is has been cleaned up, fulfilling the requirements set forth by the Planning and Zoning Commission.

DISCUSSION:

ADJOURNMENT:

Chairman Beach called the meeting adjourned, having reached the end of the agenda, at 9:37 am.

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ATTEST

Laura Robertson
Planning and Zoning Clerk

Jessica Beach
P&Z Chairman