

**VILLAGE OF CLOUDCROFT NM  
OTERO COUNTY  
REGULAR PLANNING & ZONING COMMISSION MEETING  
April 2, 2024**

Minutes of the Regular Planning & Zoning Commission meeting for the Village of Cloudcroft, held on Tuesday, April 2, 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 – present  
David Abel – present

The following staff & guests were present for the Regular Meeting: Laura Robertson; Planning & Zoning Clerk, Trustee King; guest, Trustee Foster; 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 April 2, 2024. Commissioner Abel made such a motion, Commissioner Freeman seconded the motion. Vote as follows: Chairman Beach, for; Commissioner Freeman, for; Commissioner Parker, 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 March 5, 2024. Commissioner Freeman made such a motion, Commissioner Parker seconded the motion. Vote as follows: Chairman Beach, for; Commissioner Freeman, for; Commissioner Parker, for; Commissioner Abel, 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 March 2024.

**ANNOUNCEMENTS:**

No new announcements were made.

**NEW BUSINESS:**

No new business to discuss.

**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 had contacted Bob Heisenger of Dreng Construction he informed that he would get that done. When last contacted, he had contracted Alamotero to complete the survey. Alamotero has completed the survey, it will be given to the commission once ready. The variance process will start as soon as the survey is submitted.

*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.

**DISCUSSION:**

The commissioners discussed who will be attending the New Mexico Zoning League Conference April 24-26, 2024.

**ADJOURNMENT:**

Chairman Beach called the meeting adjourned, having reached the end of the agenda, at 9:05 am.

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ATTEST

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Laura Robertson  
Planning and Zoning Clerk

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Jessica Beach  
P&Z Chairman