NEW MEXICO

PLANNING COMMISSION
SPECIAL MEETING AGENDA

ZOOM/ YOUTUBE ONLINE MEETING
313 Cree Meadows Drive, Ruidoso, NM 88345

Tuesday, May 26, 2020 – 2:00 pm

Attendance: In response to the Governor's declaration of a Public Health Emergency and ban on large public gatherings, the Planning Commission meeting on Tuesday, May 26th will be held via Zoom video conference.

Viewing: Members of the public will have the ability to view the meeting through Zoom and YouTube.

Zoom meeting website: https://us02web.zoom.us/j/82220543097

Meeting ID: 822 2054 3097
One tap mobile: +12532158782, 82220543097# US
Meeting ID: 822 2054 3097

YouTube at https://www.youtube.com/channel/UCil01gVEgmVcl-vZLOxTN0w/featured. The YouTube channel can be streamed using this address from most smartphones, tablets, or computers.

The video recording of this meeting will also remain available for viewing by request. Community Development is available to help members of the public access pre-recorded Council meetings on-line at any time during normal business hours. Please call (575) 258-4343 x: 1067 for assistance.

Public Comment: The Commission will take general public comment and comment on the meeting's specific agenda items in written form via email at: stephaniewarren@ruidoso-nm.gov. These comments will be distributed to all Commissioners for review.

1. CALL TO ORDER, ROLL CALL, AND DECLARATIONS OF CONFLICT OF INTEREST

2. CERTIFICATION OF COMPLIANCE WITH RESOLUTION #2020-01

3. APPROVAL OF AGENDA

4. PUBLIC INPUT (*Limited to items not on Public Hearing Agenda and up to 3 minutes per speaker)* **Public Input must be submitted by email to StephanieWarren@Ruidoso-NM.gov or by fax at 575-258-4367 before May 26th at 10:00 AM. In addition, anyone wishing to speak during the meeting can do so by joining the meeting via zoom.**

5. QUASI-JUDICIAL PUBLIC HEARING *(all parties with standing shall have an opportunity for cross-examination.)*

I certify that notice of the Public Meeting has been given in compliance with Section 10-15-1 through 10-15-4 NMSA 1978 and Resolution 2020-01. Agendas are available at Village of Ruidoso City Hall, 313 Cree Meadows Drive, Ruidoso, NM 88345. If you are an individual who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Village Clerk at Village of Ruidoso City Hall at least one week prior to the meeting or as soon as possible.

a) **Site Plan and Concept Approval Case SP 2020-0289-** Jesse Townsend is requesting approval to proceed with designating his property as a C-PUD zone with site plan and concept approval to include campground with recreational activities within a 5-acre tract known as The James Townsend Tract 1A located at 525 Resort Drive, Ruidoso, New Mexico.

b) **Site Plan and Concept Approval Case SP 2020-0302-** Joe Dan Ortiz is requesting site plan and concept approval of a new metal building at Lot 9A Block 1 of the Town and Country Estates Subdivision located at 1037 Mechem Drive, Ruidoso, New Mexico.

c) **Conditional Use Approval Case CU 2020-0318**- Request for approval to operate a group home within a C-2 Community Commercial District at Block 2, East 160 Ft of Lot A (TRACT A) of the Palmer Gateway Subdivision located 637 Sudderth Drive, Ruidoso, New Mexico.

d) **Variance Approval Request Case PV 2020-0325**- Charles French is requesting approval of a variance to encroach 3.9 feet into the required 10 feet side setback as designated by the R-1 Single-Family Residential District to construct a new single-family residence at Block 3 of Phase 1 Lot 58 of the Grindstone Canyon Resort Subdivision located at 506 Mountain High Circle, Ruidoso, New Mexico.

6. NEW BUSINESS

a) **Pre-application and Sketch Plat Review Case SUB 2020-0165-** Review of the replat of Tract B of the Green Meadows First Addition Subdivision to develop 17 lots for the use of R-1 Single-Family Residential homes.

6. ADJOURNMENT

I certify that notice of the Public Meeting has been given in compliance with Section 10-15-1 through 10-15-4 NMSA 1978 and Resolution 2020-01. Agendas are available at Village of Ruidoso City Hall, 313 Cree Meadows Drive, Ruidoso, NM 88345. If you are an individual who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Village Clerk at Village of Ruidoso City Hall at least one week prior to the meeting or as soon as possible.

NEW MEXICO

Planning Commission

Zoom from Village Hall- 313 Cree Meadows Drive, Ruidoso, New Mexico 88345

Case Report – Site Plan and Concept Approval #SP-2020-0289

Case #SP-2020-0289– Site plan and Concept
Subject Property: 525 Resort Drive
Zoning: PUD Planned Unit Development
Subdivision: N/A

Legal Description: James Townsend Tract 1A
Applicants: Jesse Townsend
Hearing Date: May 26, 2020 at 2:00 p.m.

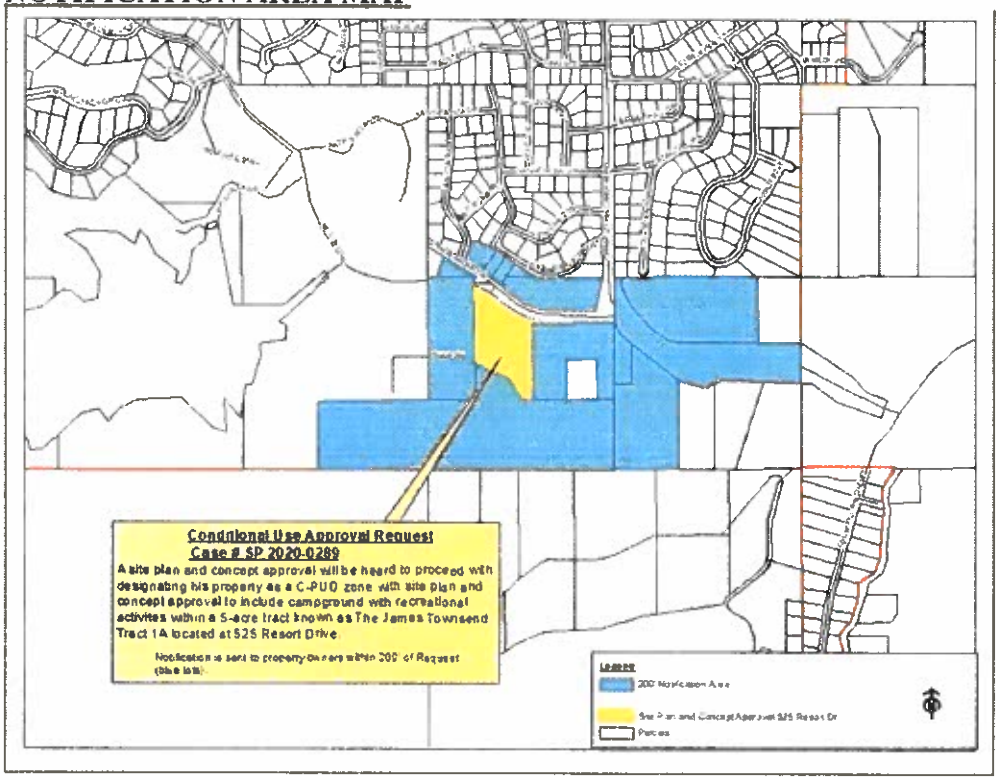
Applicable Sections of Village Code:

- Sec. 54-67- Site Plan and Concept Approval

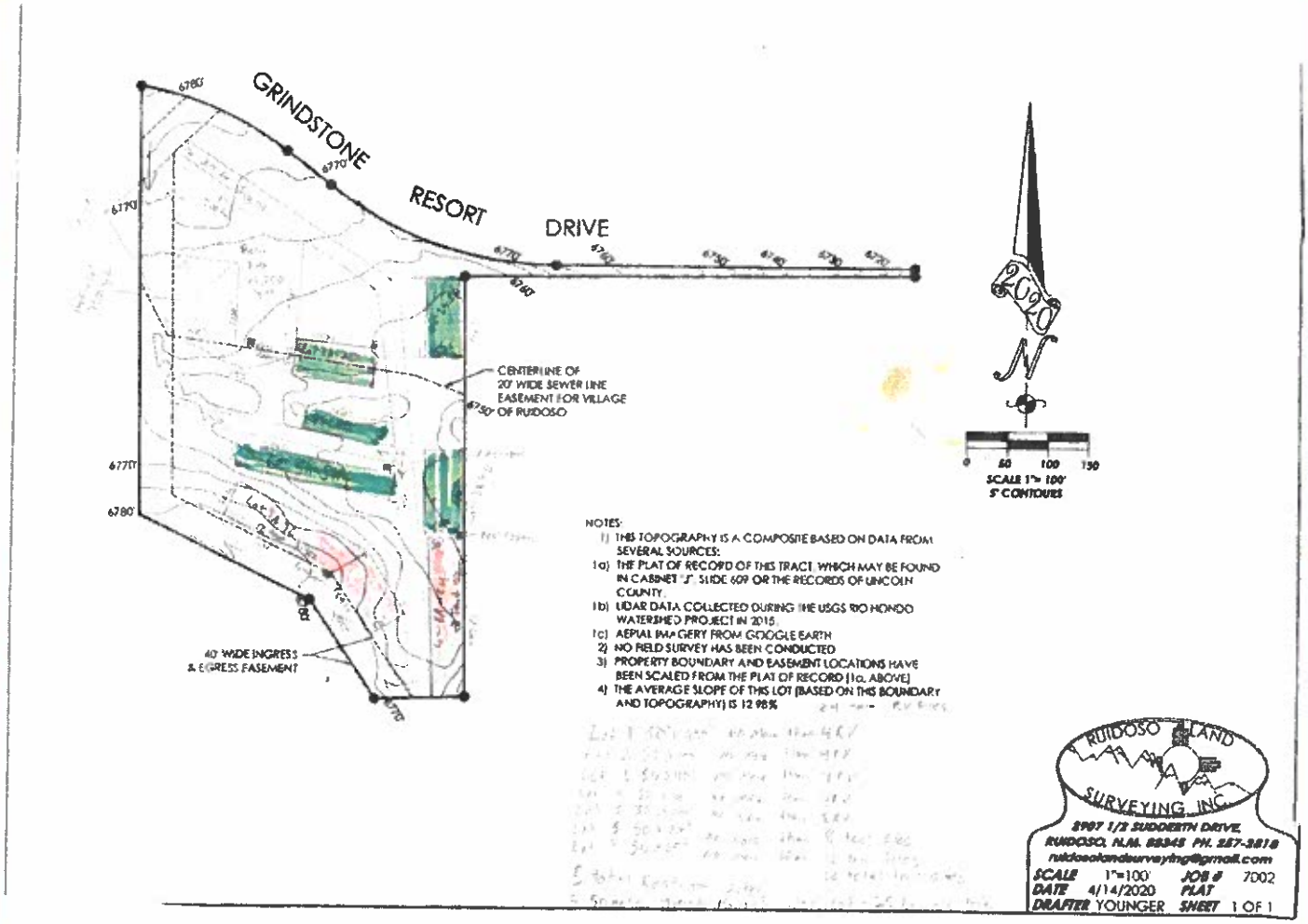
I. REQUEST

Approval to proceed with designating his property as a C-PUD, Commercial Planned Unit Development with site plan and concept approval to include campground with recreational activities within a 5-acre tract.

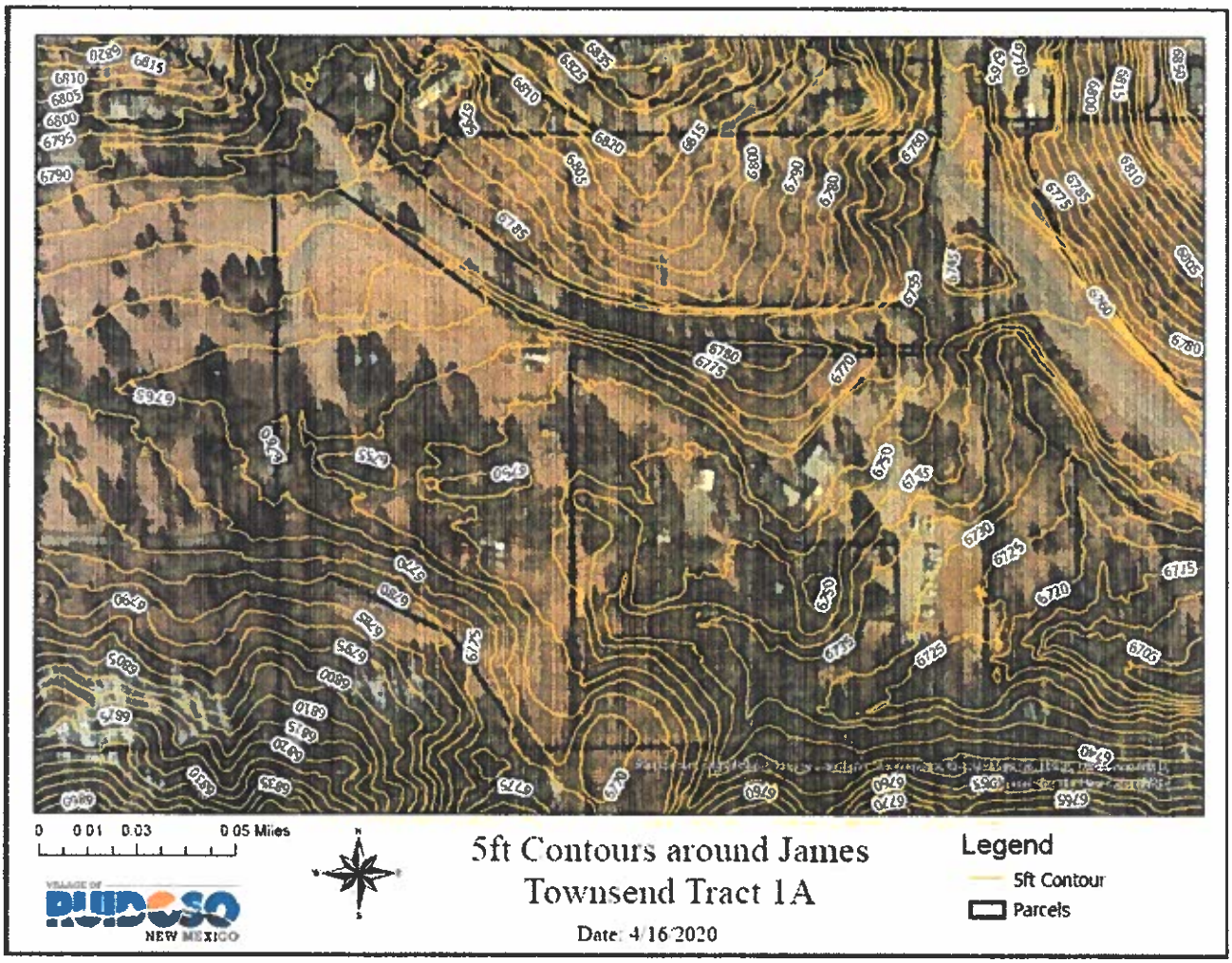
II. NOTIFICATION AREA MAP



III. SITE PLAN PROVIDED BY APPLICANT



IV. TOPO MAP



V. ANALYSIS

Sec. 54-67. - Site plan and concept approval.

(a) *Generally.* For purposes of this article, the site plan requirements in this section shall pertain to all development. The planning commission has the right to review and require revisions in all proposed site plans. The purpose of this review is to relieve demonstrable adverse impacts of the development upon public investment in roads, drainage facilities, sewage facilities, etc.; to conserve the value of buildings; and to ensure that the regulations of this article are upheld.

(b) *Processing of applications.*

(1) *Generally* . Application for site plan approval shall be on a form provided by the planning administrator. The application shall be accompanied by development plans showing sufficient information as required by the planning administrator, for the planning commission or village staff to determine whether the proposed development will meet the requirements of this article. Site plan applications shall be submitted by the date required by the planning administrator prior to the next planning commission meeting.

(c) *Contents of application.* In all cases, the application shall contain the following:

(1) General information:

a. Name of project or development. Staff note: Completed

b. Location of project or development by street address and legal description. Staff note: Completed

c. Location map. Staff note: Completed

d. Name and mailing address of the developer and owner. Staff note: Completed

e. Name and mailing address of the engineer, architect, land surveyor and/or builder. Staff note: Completed

f. Date of plan preparation. Staff note: Completed

g. North point indicator. Staff note: Completed

h. Scale of not less than one inch to 100 feet. Staff note: not to scale

(2) Site plan (over the seal and signature of the preparing engineer, land surveyor or architect):

a. General location map showing the subject property and vicinity, at a scale of one inch equals 1,000 feet or one inch equals 2,000 feet. Staff note: not to scale

b. Boundary line of the property or development site, with dimensions. Staff note: Completed

c. Location, identification and dimension of existing and proposed: Staff note: Completed

1. Topography contours at a minimum interval of five feet, to a distance of 100 feet outside the property line. Staff note: Completed
2. Adjacent streets and street rights-of-way. Staff note: Completed
3. On-site streets and street rights-of-way and edges of roads and pavement. Staff note: Completed
4. Utilities and utility rights-of-way and easements: Staff note: Completed
   i. Electric.
   ii. Natural gas.
   iii. Telephone.
   iv. Television.
   v. Water.
   vi. Sewers (sanitary and storm sewers).
5. Buildings and structures, including exterior building and roofing materials and indication of type of construction and occupancy group.
6. Parking facilities. Staff Note: Parking area defined in site plan
7. Water bodies. Staff note: n/a
8. Surface water holding ponds and drainage ditches. Staff note: n/a
9. Sidewalks, walkways, driveways, access points, loading areas and docks, and bikeways. Staff note: Completed
10. Fences. Staff note: N/A
11. Exterior signs. Staff note: Not provided
12. Exterior refuse collection areas. Staff note: See Development Review Committee Checklist for specific Solid Waste comments.
13. Exterior lighting. Staff note: Not provided
14. Landscaping (detailed plan showing plantings, materials, equipment, etc.): Staff note: no change to current landscaping on property
    i. Botanical and common names of vegetation to be used.
    ii. Size of plantings at time of planting and at maturity.
    iii. Area to be irrigated.
15. Traffic flow on-site. Staff note: See Plat

16. Traffic flow off-site. Staff note: See Plat
17. Surface water drainage arrows. Staff note: Not provided
18. Information, as applicable, required by sections 54-132 and 54-133, relating to hillside and forest protection. Staff note: See Development Review Committee Checklist for specific Forestry comments.

d. Number, configuration and dimension of employee and non-employee parking spaces existing and proposed and total square footage of each, including handicapped spaces. Staff note: Not provided

e. Site statistics including site square footage, percent of site coverage, dwelling unit density, and percent park or open space. Staff note: Not provided

(3) Building information:

a. Height above mean sea level of the lowest floor, when the structure is proposed to be located in a special flood hazard area. N/A

b. Gross square footage and leasable space square footage of existing and proposed structures. N/A

c. Elevations, including exterior materials. The planning commission may require a rendering for architectural review. N/A

(4) A listing of all required federal, state and village permits, and status of applications. Staff note: Building permits to be issued by the Village of Ruidoso Building Department

(5) If the site is located in a special flood hazard area or floodway area as shown on the FIRM map, described in section 54-327, the following information shall also be submitted: Staff note: N/A

a. Elevation in relation to mean sea level of the lowest floor (including basement) of all structures;

b. Elevation in relation to mean sea level to which the structure has been, or will be, floodproofed;

c. Certification by a registered professional engineer or architect, licensed in the state, that the flood hazard reduction methods for any structure meet the criteria in section 54-324; and

d. Description of the extent to which any watercourse will be altered or relocated as a result of the proposed development. May need an Army Corp. of Engineers Designated Water Way- 404 & 401 New Mexico Environment Department Permit

(d) *Notice of site plan review.* Notice of any public meeting at which the site plan will be reviewed shall be accomplished as set forth in section 54-40. Staff note: notice requirements have been met

(e) *Review criteria.*

(1) In considering applications for site plan review under this article, the reviewer(s) shall consider the following:

a. Relationship of the site plan elements to conditions both on and off the property.

b. Conformance to this article.

c. The impact of the plan on the existing and anticipated traffic and parking conditions.

d. The adequacy of the plan with respect to land use.

e. Pedestrian and vehicular ingress and egress.

f. Building location and height.

g. Landscaping.

h. Provisions for utilities.

i. Site drainage.

j. Open space.

k. Loading and unloading areas.

l. Grading.

m. Signage.

n. Screening.

o. Setbacks.

p. Compatibility with the surrounding environment.

q. Any other related matters.

(2) The planning commission shall consider oral or written statements from the applicant, the public, village staff members or its own members. It may question the applicant and approve, deny or postpone the development proposal. The application may not be postponed for more than two regular meetings of the planning commission.

(3) If the planning commission determines by motion that the proposed site plan will not be detrimental to the health, safety or welfare of the community or cause traffic congestion or seriously depreciate surrounding property values, and at the same time is in harmony with the purposes and intent of this article, the plan for the area and the comprehensive plan, the planning commission may grant such site plan approval and impose such conditions and safeguards as it deems necessary.

(4) Site plan review applications may be denied by motion of the planning commission when such motion or consent shall constitute a finding and determination by the planning commission or staff that the conditions required for approval do not exist.

The Planning Commission has the following options:

1. **Approval** of Site plan and Concept, with reasons stated in the motion.

2. **Require modifications** to the Site Plan and Concept, and have it returned for Planning Commission review at the next meeting.

3. **Deny** the request of Site Plan and Concept Approval with reasons and conditions.

Approval of a conditional use requires a **2/3 majority vote** of those members of the Planning Commission present. The reasons for either approval or rejection must be stated in the findings of fact and motion.

V. STAFF RECOMMENDATION

The purpose of this review is to relieve demonstratable adverse impacts of the development upon public investment in roads, drainage facilities, sewage facilities, etc., to conserve the value of buildings; and to ensure that the regulations of this article are upheld.

Upon review of the application and existing conditions, staff finds that the proposed request appears to be generally consistent with the Village Code and hereby recommends the following conditions.

1. Applicant must submit Application for Conditional Use Approval for Recreational Vehicle Park request within six (6) months of Planning Commission decision.

2. Applicant must submit a site plan drawn to scale for the development of the Recreational Vehicle Park in accordance with section 54-148.

3. The applicant shall make no substantial changes in plans without the Planning Commission approval.

4. The applicant must provide documentation from the Army Corp. of Engineers and the New Mexico Environment Department showing that he has permission to develop the land in accordance with his Site

Plan and Concept application prior to the Conditional Use Approval for a Recreational Vehicle Park.

5. By accepting approval of this Site and Concept Plan, Applicant agrees to comply in a timely manner with standards and conditions set.

Suggested Motion:

"Based upon the foregoing findings of fact per §54-67 of the Village Code, I move to **APPROVE** The James Townsend Tract 1A as a Commercial Planned Unit Development Zone and the proposed Site Plan and Concept Approval for Case #SP-2020-0289 to proceed onto the next step of approval being the Preliminary Development Plan and the submission of the Conditional Use application."

Prepared & Submitted by:

Samantha J. Mendez
Community Development Director

# # #

By signing below, the Owner/Applicant agrees to comply with all the conditions adopted by the Planning and Zoning Commission ("the Commission") at its hearing on this application. The Owner/Applicant further agrees that it will make no changes to the plans as presented to the Commission without prior approval from village staff or the Commission. Failure to comply with the application as approved by the Commission may result in Court action or revocation of approval.

_____ _____/_____/_____
Owner/ Applicant Date

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Development Review

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ASSESSMENT IMPACT CHECKLIST

Project Name: Concept and Site approval for development of RV and Camping and Recreational Activities
Applicant: Jesse Townsend
Property location: 525 Resort
Review meeting Date: 5/7/ 2020 Time: 8:03 AM

IMPACT CATEGORIES	No Impact Anticipated	Potentially Beneficial	Potentially Adverse-Requires	Potentially Adverse-Requires More Study	Needs Mitigation	Requires Project Modification	All determinations need explanation. Reference to documentation, sources, notes, and correspondence (see following guidance pages for questions to be answered)	Sign off
	1	2	3	4	5	6		
NATURAL FEATURES								
Water Resources								
Surface Water								
Watercourses								
Unique Natural Features and Agricultural Lands								
Vegetation and Wildlife								
Forestry and fuel management plan	Needs to have landscaping plan with trees to be left and those to be removed.							DC
FACILITIES AND SERVICES								
Commercial Facilities								
Health Care								
Social Services								
Solid Waste							*Need to clarify steel trash barrels . Solid waste only has steel trash cans. We will not be able to put a (barrel) at each campsite.*	*JP*
Wastewater								
Storm water								
Water Supply								
Public Safety: Police	X							*DH*
Fire	x						*Ensure emergency Access to all new proposed sites, Identifying /Addressing*	*CT*

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							each site for response. Fire Permitting/Signage to ensure Fire Code is met.	
Emergency/Medica	x							*CT*
Open Space & Recreation: Open Space				X			*Would he allow a trail easement to lengthen Trail network? Provide trail connection to lake/trails.*	*RG*
Recreation							*Does the project set aside a portion for recreation space?* *Potential impacts to disc golf course from unintentional use such as wandering into disc golf play or picnicking.* *Potential of pedestrians crossing roadway to disc golf course interfering with traffic*	*RG*
Cultural Facilities							*NA*	*RG*
Transportation								
Drive way permits	x							*JL*
Off street parking	x							*JL*
Impact to traffic	x							*JL*
Pedestrian ingress and egress	x							*JL*
Utilities								
Water	x						*No Water available*	*A.S*
Sewer							*If dry camping need containment from stream.*	*A.S*
Natural Gas								
electric								
Solid waste								
LAND DEVELOPMENT								
Conformance with Comprehensive Plans & Zoning								
Setbacks and height								
Slope Stability								
Erosion								
Soil Suitability								
Hazards and Nuisances, including site safety								
Drainage and retention								
Screening								
signage								
Loading and unloading								
ENVIRONMENTAL DESIGN AND HISTORIC VALUES								

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Lighting								
Impact on natural environment								
Historic, Cultural, and Archaeological Resources								
AIR QUALITY								
Effects of ambient air quality on project and contribution to community pollution levels								
Financial Impact								

Summary Conditions	Briefly identify the present environmental conditions of the project impact area:

Alternatives Considered	Identify alternatives to the project which have been considered:

Additional Studies Performed	(Attach Study or Summary) List additional studies:

Mitigation Measures Needed	Identify, if applicable, changes which need to be made in order to eliminate or minimize adverse environmental impacts:

1. Is project in compliance with applicable laws and regulations? ☐Yes ☐No

Guidance Questions for Impact Checklist

NATURAL FEATURES

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Water Resources

Will project runoff affect local ground water resources or wells? High water tables should be considered during project construction. Possible subsidence problem due to over-reliance on wells or groundwater resource?

Surface Water

Seepage or springs on-site that may indicate potential drainage problems or problems of impacting a groundwater resource? Evidence of impoundment of water on project site? Will project significantly add to the impervious surface in its impact area and thereby increase demands on drainage facilities?

Watercourses

Will watercourses other than coastal zone be impacted as a result of project action? Will such impacts cause loss of natural drainage area? Or loss of riparian features amenable to recreation use in its natural state? Will project damage game and/or fish habitats or spawning grounds? Will cut and fill work alter the watercourse path or boundaries?

Unique Natural Features and Agricultural Lands

Will the project affect unique natural features such as, dunes, waterfalls, rock-outcroppings, special stands-of-trees or planting areas, natural landmarks or focal point? Natural pathways will be affected? Will unique or prime agricultural land areas be affected? Or, farmlands designated as important by State or local government?

Vegetation and Wildlife

Will the project damage or destroy existing remnant plant communities or habitat of wildlife or their food chain? Will the project create environmental conditions eliminating plant life without mitigation measures? Will it, conversely, create conditions favorable to the proliferation of pest species, i.e., rats, flies and mosquitoes?

Forest and Trees

Will the Project cause damage or the removal of any trees? Are there any trees larger than 20 inches in diameter that will be removed? (If so a permit from Forestry is required). Will the project cause the removal of a sufficient number of trees to reduce the number below 40 well-spaced trees per acre? How will any trees that are removed be disposed of? Will the project close off access that is used to manage trees in the surrounding area?

SOCIO-ECONOMIC

Demographic Character Changes

Demographic (distribution of commonly identified segments of the population) characteristics can provide indicators to needs of various segments of the population. Questions such as the following can assist in identifying special population needs: Will project measurably alter tenant-owner status of area? Will special services be needed, i.e., relocation services, home-maintenance counseling or assistance? Will certain segments of the population become isolated by the project, i.e., elderly, low-income? What affect is project having on vacancy ratio? Will special social services be needed in the impact area of project, i.e., job counseling, youth services, elderly services, child-care, visiting nursing service created by population composition changes?

Displacement

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Will the project displace individuals or families or businesses? If so, are relocation services available? If necessary, are appropriate relocation resources available for type of relocation anticipated?

Employment and Income Patterns

Will the project create conditions favorable or unfavorable to the continuation and/or expansion of commercial or industrial business lift? Will project area residents directly benefit? Will there be negative impacts on the project area's residential life? Will employment opportunities be available to the locally unemployed or under-employed? Will there be more entrepreneur opportunities available to local population? Will housing stock be affected if high number of new, outside employees are imported?

COMMUNITY FACILITIES AND SERVICES

Educational Facilities

Will project cause impact on schools? Is sufficient capacity available? Does project affect safety of access to existing schools? Has school been informed of project? Are special education services needed?

Will project cause impact on the public library as a community information resource; is there potential for physical impact or consequences for the public library facility, or the public library services in terms of the public library as an agency for lifelong education and support of formal education.

Commercial Facilities

Will project cause impact on commercial service facilities? Is there need for additional commercial services to assure project area residents have a full range of services at competitive prices? Do project beneficiaries have convenient and safe access to full-range of commercial services?

Health Care

Do project beneficiaries have any unrecognized health service needs, i.e., emergency medical services, ambulance service, visiting health service for elderly or homebound?

Social Services

Will project objectives be influenced by the availability or the lack of availability of special social services, i.e., children support groups, day-care centers, family counseling services, services for the elderly? Need for youth recreation centers?

Will the project have impact or be connected to existing public library services and resources, in support of community social needs and fostering of positive social infrastructure.

Solid Waste

Will project be a commercial or residential development? Has there been a waste generation study or report? Is there dumpster enclosure(s)? The project must submit a site plan for dumpster location...has this been submitted? If there are dumpster enclosures, have they adhered to the proper design and materials?

Wastewater

If applicable, will existing waste water treatment system and facilities adequately service the proposed project? Will project cause design-capacity to be exceeded? Will project residents or beneficiaries be adversely affected by a waste water treatment facility? Is waste water treatment plant serving residents approved by appropriate health officials?

Storm Water

If applicable, will existing or planned storm water disposal and treatment system adequately service project or project beneficiaries? Will the project cause an overloading of the design capacity of the storm water facilities? Are project beneficiaries subject to temporary flooding or ponding impacts in terms of impairment of access to residence?

Water Supply

Is there a potable water supply available for project beneficiaries? Is it periodically inspected by health authorities?

Public Safety: Police, Fire, Emergency/Medical

Are project beneficiaries adequately serviced by police, fire and emergency services? Is there 24-hour police patrol service? Are special plans needed for added manpower or special project related security system? Is crime rate in project area characterized by any unique manifestations requiring special services, i.e., high teenage use of drugs, breaking and entering, street crimes?

Is access time of fire vehicles to project area in accord with local standard? Type of building materials in project area in compliance with local fire codes? Fire hydrant locations located in accord with local development criteria? Firefighting equipment shortage?

Emergency services appropriate to needs of project beneficiaries available? Access route for accessibility in compliance with local regulations? Will the project create any obstacles for emergency vehicles in meeting their responsibilities?

Open Space and Recreation

Is there an adequate degree of park and open space land for use by project area residents? Will project cause a lessening to the availability of service? Are park and recreation space conveniently accessible and usable to all resident groups in the project's impact area? Is there an unmet need to be filled by the CDBG program?

Does the project have impact on the public library as a source, resource and venue for positive choices as to use of leisure time and satisfaction of social and recreational needs of every member of the community?

Transportation

If applicable to project objectives, is there adequate access to the locally recognized public transportation system? Is the service directly and conveniently available? Do any project beneficiaries need special transportation considerations due to inadequacy of convenient shopping services? Will the project serve to reduce mobility of any segment of the population?

LAND DEVELOPMENT

Conformance with Comprehensive Plans and Zoning

Is the proposal consistent with the completed components of local plans and the supporting zoning? If not and project is to continue, provide supporting discussion explaining decision basis. Identify areas project may conform to local planning objectives. Identify anticipated functional conflicts and plans for mitigations where necessary.

Compatibility and Urban Impact

Covers such concerns as incompatible land use relationships due to opposing functional needs or encroachment tendencies of one use upon another, i.e., overcrowding of buildings on the land, non-conforming land uses, non-conforming use of buildings, inducing excess traffic, creation of excess noise and similar day-to-day functional demands. If a project lacks water/sewer lines in a base flood hazard zone, will it induce development into such a hazardous area? Are secondary impacts occurring, such as

encouraging urban sprawl prior to development of an applicable growth management plan and supportive zoning? Imposing new development into an existing neighborhood that would aggravate the transitional character of the neighborhood or increase new unwanted intrusions, i.e., introduction of off-street or on-street parking, introduction of lighting to a park to encourage night use of the park area where not previously found.

Slope Stability

If applicable, the following slope issues should be examined: (1) evidence of mud slides or other earth movement, (2) evidence of slump occurrences, (3) neighboring retaining walls tilting from possible past earth movement or that might indicate a new problem, (4) exposure of several strata of soil that might indicate conditions prone to sliding?

Erosion

Does the project involve development of an erosion sensitive area, i.e., near water channel, gullies or arroyos, in loosely consolidated soils, sands or silty soils, steep slopes present? Would project's cut and fill work cause silt to flow into natural waterways or arroyos?

Soil Suitability

Is there any visible evidence of possible soil problems, i.e., foundation cracking or settling in nearby buildings, sinkholes, ponding or limestone formation that might bring about subsidence? Loosely packed soils to a degree liquification may be a problem? Potential shrink-swell from high content of expansive clay in soil? Debris filled ground that might indicate potential for construction instability?

Hazards and Nuisances including Site Safety

Under the statutory checklist, an examination is requested as to potential danger to project beneficiaries from exposure to such hazards as, sanitary and hazardous waste landfills, toxic chemical dumps, uranium mill tailings and other radioactive materials in nearby lands. Explosive and flammable or fire-prone hazards are also to be examined as to potential threat to project beneficiaries. Other hazards include, presence of rodent infestation, nuisances from odors, glare, dust, vibration. Inadequate street lighting? Improperly screened drains or catchments? Abandoned/dilapidated buildings improperly boarded-up? Unscreened quarries or other excavation works? Dangerous intersections? Hazardous, unrepaired street conditions? Street ponding causing nuisance ingress and egress problems to project area and similar safety concerns.

Energy Consumption

Energy consumption is viewed in a twofold manner: first, energy consumed directly by the facility to be constructed as to heating and cooling, not water; and secondly, energy consumed indirectly or induced by the facility. Consumed chiefly in the transportation of people and goods to and from the project.

ENVIRONMENTAL DESIGN AND HISTORIC VALUES

Visual Quality: Coherence, Diversity, Compatible Use and Scale

Will project cause noticeable deterioration or physical alteration of natural landscape without comparable mitigation? Will there be intrusion of elements out of character, size or scale or setback? Will project alter established vistas and views, enclosed or open? Landmarks or focal-points become obscured by project proposal? Pathways, bikeways or trails that have been established impaired? Complimentary features established to existing distinguishing landmarks or development features in the impact area of the project? Unique building groups impaired visually by project?

Historic, Cultural and Archeological Resources

Is there a presence of historical/archeological sites in the area? Does the project impact on historical/archeological sites (destruction, reconstruction, enhancement)?

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AIR QUALITY

Effects of Ambient Air Quality on Project and Contribution to Community Pollution Levels

What is the climatic description of wind/fog conditions? What is the extent of pollution (smog, dust, odors, smoke, hazardous emissions) in relation to local/state/federal (conditions peculiar to the site and immediate area)? Are there any nearby sources for localized pollution (industry, dump, traffic)?

Planning Commission

Village Hall- 313 Cree Meadows Drive, Ruidoso, New Mexico 88345

Case Report – Site Plan and Concept Approval #SP-2020-0302

Case #SP-2020-0302– Site plan and Concept
Subject Property: 1037 Mechem Drive
Zoning: C-2 Community Commercial District
Subdivision: Town and Country Estates

Legal Description: Lot 9A Block 1
Applicants: Joe Dan Ortiz
Hearing Date: May 26, 2020 at 2:00 p.m.

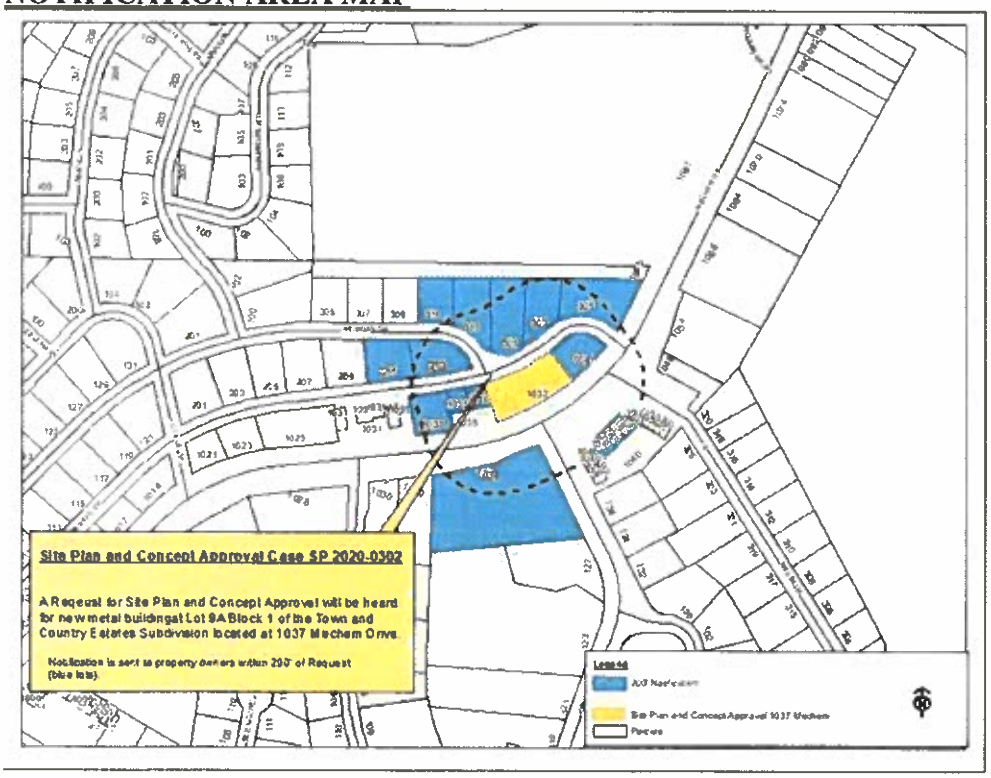
Applicable Sections of Village Code:

- Sec. 54-67- Site Plan and Concept Approval

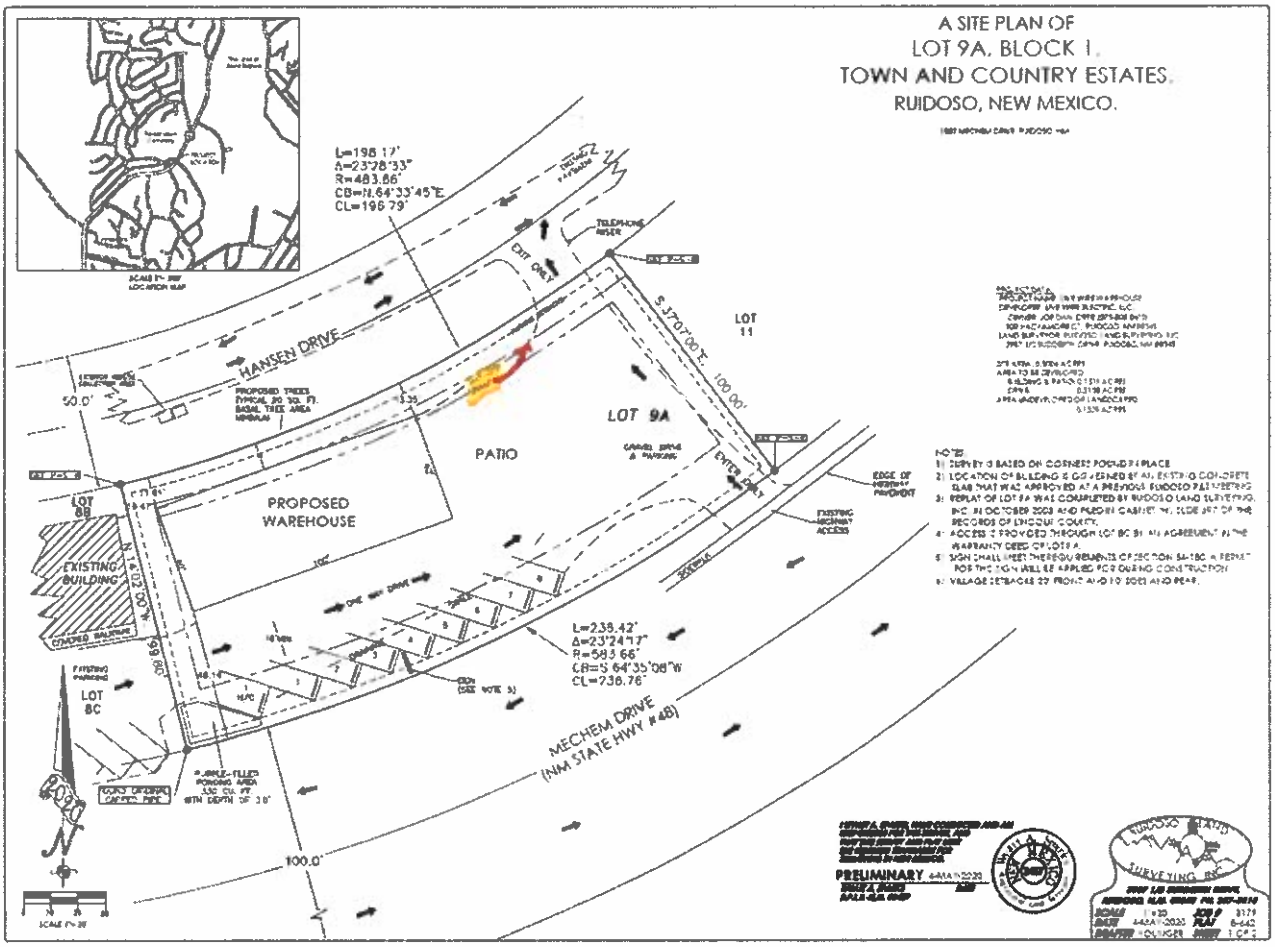
I. REQUEST

Approval of site plan and concept to construct a new building for the use of an electrical contractor's office.

II. NOTIFICATION AREA MAP



III. SITE PLAN PROVIDED BY APPLICANT



IV. TOPO MAP

V. ANALYSIS

Sec. 54-67. - Site plan and concept approval.

(a) *Generally.* For purposes of this article, the site plan requirements in this section shall pertain to all development. The planning commission has the right to review and require revisions in all proposed site plans. The purpose of this review is to relieve demonstrable adverse impacts of the development upon public investment in roads, drainage facilities, sewage facilities, etc.; to conserve the value of buildings; and to ensure that the regulations of this article are upheld.

(b) *Processing of applications.*

(1) *Generally* . Application for site plan approval shall be on a form provided by the planning administrator. The application shall be accompanied by development plans showing sufficient information as required by the planning administrator, for the planning commission or village staff to determine whether the proposed development will meet the requirements of this article. Site plan applications shall be submitted by the date required by the planning administrator prior to the next planning commission meeting.

(c) *Contents of application.* In all cases, the application shall contain the following:

(1) General information:

a. Name of project or development. Staff note: Completed

b. Location of project or development by street address and legal description. Staff note: Completed

c. Location map. Staff note: Completed

d. Name and mailing address of the developer and owner. Staff note: Completed

e. Name and mailing address of the engineer, architect, land surveyor and/or builder. Staff note: Completed

f. Date of plan preparation. Staff note: Completed

g. North point indicator. Staff note: Completed

h. Scale of not less than one inch to 100 feet. Staff note: Scale provided is 1" equals 20 feet

(2) Site plan (over the seal and signature of the preparing engineer, land surveyor or architect):

a. General location map showing the subject property and vicinity, at a scale of one-inch equals 1,000 feet or one inch equals 2,000 feet. Staff note: Scale provided is 1" equals 500 feet.

b. Boundary line of the property or development site, with dimensions. Staff note: Completed

c. Location, identification and dimension of existing and proposed: Staff note: Completed

1. Topography contours at a minimum interval of five feet, to a distance of 100 feet outside the property line. Staff note: Completed

2. Adjacent streets and street rights-of-way. Staff note: Completed

3. On-site streets and street rights-of-way and edges of roads and pavement. Staff note: Completed

4. Utilities and utility rights-of-way and easements: Staff note: Completed

   i. Electric.
   ii. Natural gas.
   iii. Telephone.
   iv. Television.
   v. Water.
   vi. Sewers (sanitary and storm sewers).

5. Buildings and structures, including exterior building and roofing materials and indication of type of construction and occupancy group.

6. Parking facilities. Staff note: provided on site plan in accordance with required spaces of 9 per off-street parking ordinance for square footage of building.

7. Water bodies. Staff note: n/a

8. Surface water holding ponds and drainage ditches. Staff note: Provided on site plan

9. Sidewalks, walkways, driveways, access points, loading areas and docks, and bikeways. Staff note: Completed

10. Fences. Staff note: N/A

11. Exterior signs. Staff note: Provided

12. Exterior refuse collection areas. Staff note: See Development Review Committee Checklist for specific Solid Waste comments.

13. Exterior lighting. Staff note: Not provided

14. Landscaping (detailed plan showing plantings, materials, equipment, etc.): Staff note: no change to current landscaping on property

i. Botanical and common names of vegetation to be used.
ii. Size of plantings at time of planting and at maturity.
iii. Area to be irrigated.

15. Traffic flow on-site. Staff note: Provided

16. Traffic flow off-site. Staff note: Provided

17. Surface water drainage arrows. Staff note: Not provided

18. Information, as applicable, required by sections 54-132 and 54-133, relating to hillside and forest protection. Staff note: See Development Review Committee Checklist for specific Forestry comments.

d. Number, configuration and dimension of employee and non-employee parking spaces existing and proposed and total square footage of each, including handicapped spaces.

e. Site statistics including site square footage, percent of site coverage, dwelling unit density, and percent park or open space.

(3) Building information: See Attached Building Permit

a. Height above mean sea level of the lowest floor, when the structure is proposed to be located in a special flood hazard area.

b. Gross square footage and leasable space square footage of existing and proposed structures.

c. Elevations, including exterior materials. The planning commission may require a rendering for architectural review.

(4) A listing of all required federal, state and village permits, and status of applications. Staff note: Building permits to be issued by the Village of Ruidoso Building Department

(5) If the site is located in a special flood hazard area or floodway area as shown on the FIRM map, described in section 54-327, the following information shall also be submitted: Staff note: N/A

a. Elevation in relation to mean sea level of the lowest floor (including basement) of all structures;

b. Elevation in relation to mean sea level to which the structure has been, or will be, floodproofed;

c. Certification by a registered professional engineer or architect, licensed in the state, that the flood hazard reduction methods for any structure meet the criteria in section 54-324; and

d. Description of the extent to which any watercourse will be altered or relocated as a result of the proposed development.

(d) *Notice of site plan review.* Notice of any public meeting at which the site plan will be reviewed shall be accomplished as set forth in section 54-40. Staff note: notice requirements have been met

(e) *Review criteria.*

(1) In considering applications for site plan review under this article, the reviewer(s) shall consider the following:

a. Relationship of the site plan elements to conditions both on and off the property.

b. Conformance to this article.

c. The impact of the plan on the existing and anticipated traffic and parking conditions.

d. The adequacy of the plan with respect to land use.

e. Pedestrian and vehicular ingress and egress.

f. Building location and height.

g. Landscaping.

h. Provisions for utilities.

i. Site drainage.

j. Open space.

k. Loading and unloading areas.

l. Grading.

m. Signage.

n. Screening.

o. Setbacks.

p. Compatibility with the surrounding environment.

q. Any other related matters.

(2) The planning commission shall consider oral or written statements from the applicant, the public, village staff members or its own members. It may question the applicant and approve, deny or postpone the development proposal. The application may not be postponed for more than two regular meetings of the planning commission.

(3) If the planning commission determines by motion that the proposed site plan will not be detrimental to the health, safety or welfare of the community or cause traffic congestion or seriously depreciate surrounding property values, and at the same time is in harmony with the purposes and intent of this article, the plan for the area and the comprehensive plan, the planning commission may grant such site plan approval and impose such conditions and safeguards as it deems necessary.

(4) Site plan review applications may be denied by motion of the planning commission when such motion or consent shall constitute a finding and determination by the planning commission or staff that the conditions required for approval do not exist.

The Planning Commission has the following options:

1. **Approval** of Site plan and Concept, with reasons stated in the motion.

2. **Require modifications** to the Site Plan and Concept, and have it returned for Planning Commission review at the next meeting.

3. **Deny** the request of Site Plan and Concept Approval with reasons and conditions.

Approval of a conditional use requires a **2/3 majority vote** of those members of the Planning Commission present. The reasons for either approval or rejection must be stated in the findings of fact and motion.

V. STAFF RECOMMENDATION

The purpose of this review is to relieve demonstratable adverse impacts of the development upon public investment in roads, drainage facilities, sewage facilities, etc., to conserve the value of buildings; and to ensure that the regulations of this article are upheld.

Upon review of the application and existing conditions, staff finds that the proposed request appears to be generally consistent with the Village Code and hereby recommends the following conditions.

1. Applicant must obtain necessary permits to begin construction within six (6) months of Planning Commission approval and construction must comply with Village Code and applicable state standards and be completed within one (1) year of the issuance of the building permit.
2. The applicant shall make no substantial changes in plans without the Planning Commission approval.
3. By accepting approval of this Conditional Use, Applicant agrees to comply in a timely manner with standards and conditions set. Failure to comply may lead to Court enforcement.

Suggested Motion:

"Based upon the foregoing findings of fact per §54-67 of the Village Code, I move to **GRANT** the requested Site Plan and Concept Approval for Case #SP-2020-0302 with the conditions stated in the case report."

Prepared & Submitted by:

Samantha J. Mendez
Community Development Director

# # #

By signing below, the Owner/Applicant agrees to comply with all the conditions adopted by the Planning and Zoning Commission ("the Commission") at its hearing on this application. The Owner/Applicant further agrees that it will make no changes to the plans as presented to the Commission without prior approval from village staff or the Commission. Failure to comply with the application as approved by the Commission may result in Court action or revocation of approval.

_____ _____/_____/_____
Owner/ Applicant Date

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Development Review

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ASSESSMENT IMPACT CHECKLIST

Project Name: Concept and Site approval for development of a Electrical Contractors Office
Applicant: Joe Dan Ortiz
Property location: 1037 Mechem
Review meeting Date: 5/7/ 2020 Time: 8:30 AM

IMPACT CATEGORIES	No Impact Anticipated	Potentially Beneficial	Potentially Adverse-Requires	Potentially Adverse-Requires More Study	Needs Mitigation	Requires Project Modification	All determinations need explanation. Reference to documentation, sources, notes, and correspondence (see following guidance pages for questions to be answered)	Sign off
	1	**2**	**3**	**4**	**5**	**6**		
NATURAL FEATURES								
Water Resources	x							*EDB*
Surface Water	X							*EDB*
Watercourses	X							*EDB*
Unique Natural Features and Agricultural Lands	X							*EDB*
Vegetation and Wildlife					x		*Can ROW on Hansen count toward landscaping requirements and amount of trees? Looks like they whole lot is being developed and there is no landscaping*	*EDB*
Forestry and fuel management plan	Needs to have landscaping plan that meets Ordinance criteria.							DC
FACILITIES AND SERVICES								
Commercial Facilities								
Health Care								
Social Services								
Solid Waste	x						*At this time*	*JP*
Wastewater								
Storm water	X						*Catchment area seems adequate, but would be easier to maintain if there was a precatchment area that can be cleaned out easily, especially since the parking is proposed to be gravel.*	*EDB*

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Water Supply							WWW.RUIDOSO-NM.GOV	
Public Safety: Police	X							*DH*
Fire	x							*CT*
Emergency/Medica								
Open Space & Recreation: Open Space								
Recreation								
Cultural Facilities								
Transportation								
Drive way permits	x							*JL*
Off street parking	x							*JL*
Impact to traffic	x							*JL*
Pedestrian ingress and egress	x							*JL*
Utilities								
Water	x							*AS*
Sewer		x					*Need to fill out service App for w/ww*	*AS*
Natural Gas								
electric								
Solid waste								
LAND DEVELOPMENT								
Conformance with Comprehensive Plans & Zoning								
Setbacks and height								
Slope Stability								
Erosion								
Soil Suitability								
Hazards and Nuisances, including site safety								
Drainage and retention								
Screening								
signage								
Loading and unloading								
ENVIRONMENTAL DESIGN AND HISTORIC VALUES								
Lighting								
Impact on natural environment								
Historic, Cultural, and Archaeological Resources								
AIR QUALITY								
Effects of ambient air quality on project and contribution to community pollution levels								

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Financial Impact								

Summary Conditions	Briefly identify the present environmental conditions of the project impact area:

Alternatives Considered	Identify alternatives to the project which have been considered:

Additional Studies Performed	(Attach Study or Summary) List additional studies:

Mitigation Measures Needed	Identify, if applicable, changes which need to be made in order to eliminate or minimize adverse environmental impacts:

1. Is project in compliance with applicable laws and regulations? ☐Yes ☐No

Guidance Questions for Impact Checklist

NATURAL FEATURES

Water Resources

Will project runoff affect local ground water resources or wells? High water tables should be considered during project construction. Possible subsidence problem due to over-reliance on wells or groundwater resource?

Surface Water

Seepage or springs on-site that may indicate potential drainage problems or problems of impacting a groundwater resource? Evidence of impoundment of water on project site? Will project significantly add to the impervious surface in its impact area and thereby increase demands on drainage facilities?

Watercourses

Will watercourses other than coastal zone be impacted as a result of project action? Will such impacts cause loss of natural drainage area? Or loss of riparian features amenable to recreation use in its natural state? Will project damage game and/or fish habitats or spawning grounds? Will cut and fill work alter the watercourse path or boundaries?

Unique Natural Features and Agricultural Lands

Will the project affect unique natural features such as, dunes, waterfalls, rock-outcroppings, special stands-of-trees or planting areas, natural landmarks or focal point? Natural pathways will be affected? Will unique or prime agricultural land areas be affected? Or, farmlands designated as important by State or local government?

Vegetation and Wildlife

Will the project damage or destroy existing remnant plant communities or habitat of wildlife or their food chain? Will the project create environmental conditions eliminating plant life without mitigation measures? Will it, conversely, create conditions favorable to the proliferation of pest species, i.e., rats, flies and mosquitoes?

Forest and Trees

Will the Project cause damage or the removal of any trees? Are there any trees larger than 20 inches in diameter that will be removed? (If so a permit from Forestry is required). Will the project cause the removal of a sufficient number of trees to reduce the number below 40 well-spaced trees per acre? How will any trees that are removed be disposed of? Will the project close off access that is used to manage trees in the surrounding area?

SOCIO-ECONOMIC

Demographic Character Changes

Demographic (distribution of commonly identified segments of the population) characteristics can provide indicators to needs of various segments of the population. Questions such as the following can assist in identifying special population needs: Will project measurably alter tenant-owner status of area? Will special services be needed, i.e., relocation services, home-maintenance counseling or assistance? Will certain segments of the population become isolated by the project, i.e., elderly, low-income? What affect is project having on vacancy ratio? Will special social services be needed in the impact area of project, i.e., job counseling, youth services, elderly services, child-care, visiting nursing service created by population composition changes?

Displacement

Will the project displace individuals or families or businesses? If so, are relocation services available? If necessary, are appropriate relocation resources available for type of relocation anticipated?

Employment and Income Patterns

Will the project create conditions favorable or unfavorable to the continuation and/or expansion of commercial or industrial business lift? Will project area residents directly benefit? Will there be negative impacts on the project area's residential life? Will employment opportunities be available to the locally

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unemployed or under-employed? Will there be more entrepreneur opportunities available to local population? Will housing stock be affected if high number of new, outside employees are imported?

COMMUNITY FACILITIES AND SERVICES

Educational Facilities

Will project cause impact on schools? Is sufficient capacity available? Does project affect safety of access to existing schools? Has school been informed of project? Are special education services needed?

Will project cause impact on the public library as a community information resource; is there potential for physical impact or consequences for the public library facility, or the public library services in terms of the public library as an agency for lifelong education and support of formal education.

Commercial Facilities

Will project cause impact on commercial service facilities? Is there need for additional commercial services to assure project area residents have a full range of services at competitive prices? Do project beneficiaries have convenient and safe access to full-range of commercial services?

Health Care

Do project beneficiaries have any unrecognized health service needs, i.e., emergency medical services, ambulance service, visiting health service for elderly or homebound?

Social Services

Will project objectives be influenced by the availability or the lack of availability of special social services, i.e., children support groups, day-care centers, family counseling services, services for the elderly? Need for youth recreation centers?

Will the project have impact or be connected to existing public library services and resources, in support of community social needs and fostering of positive social infrastructure.

Solid Waste

Will project be a commercial or residential development? Has there been a waste generation study or report? Is there dumpster enclosure(s)? The project must submit a site plan for dumpster location...has this been submitted? If there are dumpster enclosures, have they adhered to the proper design and materials?

Wastewater

If applicable, will existing waste water treatment system and facilities adequately service the proposed project? Will project cause design-capacity to be exceeded? Will project residents or beneficiaries be adversely affected by a waste water treatment facility? Is waste water treatment plant serving residents approved by appropriate health officials?

Storm Water

If applicable, will existing or planned storm water disposal and treatment system adequately service project or project beneficiaries? Will the project cause an overloading of the design capacity of the storm water facilities? Are project beneficiaries subject to temporary flooding or ponding impacts in terms of impairment of access to residence?

Water Supply

Is there a potable water supply available for project beneficiaries? Is it periodically inspected by health authorities?

Public Safety: Police, Fire, Emergency/Medical

Are project beneficiaries adequately serviced by police, fire and emergency services? Is there 24-hour police patrol service? Are special plans needed for added manpower or special project related security system? Is crime rate in project area characterized by any unique manifestations requiring special services, i.e., high teenage use of drugs, breaking and entering, street crimes?

Is access time of fire vehicles to project area in accord with local standard? Type of building materials in project area in compliance with local fire codes? Fire hydrant locations located in accord with local development criteria? Firefighting equipment shortage?

Emergency services appropriate to needs of project beneficiaries available? Access route for accessibility in compliance with local regulations? Will the project create any obstacles for emergency vehicles in meeting their responsibilities?

Open Space and Recreation

Is there an adequate degree of park and open space land for use by project area residents? Will project cause a lessening to the availability of service? Are park and recreation space conveniently accessible and usable to all resident groups in the project's impact area? Is there an unmet need to be filled by the CDBG program?

Does the project have impact on the public library as a source, resource and venue for positive choices as to use of leisure time and satisfaction of social and recreational needs of every member of the community?

Transportation

If applicable to project objectives, is there adequate access to the locally recognized public transportation system? Is the service directly and conveniently available? Do any project beneficiaries need special transportation considerations due to inadequacy of convenient shopping services? Will the project serve to reduce mobility of any segment of the population?

LAND DEVELOPMENT

Conformance with Comprehensive Plans and Zoning

Is the proposal consistent with the completed components of local plans and the supporting zoning? If not and project is to continue, provide supporting discussion explaining decision basis. Identify areas project may conform to local planning objectives. Identify anticipated functional conflicts and plans for mitigations where necessary.

Compatibility and Urban Impact

Covers such concerns as incompatible land use relationships due to opposing functional needs or encroachment tendencies of one use upon another, i.e., overcrowding of buildings on the land, non-conforming land uses, non-conforming use of buildings, inducing excess traffic, creation of excess noise and similar day-to-day functional demands. If a project lacks water/sewer lines in a base flood hazard zone, will it induce development into such a hazardous area? Are secondary impacts occurring, such as encouraging urban sprawl prior to development of an applicable growth management plan and supportive zoning? Imposing new development into an existing neighborhood that would aggravate the transitional character of the neighborhood or increase new unwanted intrusions, i.e., introduction of off-street or on-street parking, introduction of lighting to a park to encourage night use of the park area where not previously found.

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Slope Stability

If applicable, the following slope issues should be examined: (1) evidence of mud slides or other earth movement, (2) evidence of slump occurrences, (3) neighboring retaining walls tilting from possible past earth movement or that might indicate a new problem, (4) exposure of several strata of soil that might indicate conditions prone to sliding?

Erosion

Does the project involve development of an erosion sensitive area, i.e., near water channel, gullies or arroyos, in loosely consolidated soils, sands or silty soils, steep slopes present? Would project's cut and fill work cause silt to flow into natural waterways or arroyos?

Soil Suitability

Is there any visible evidence of possible soil problems, i.e., foundation cracking or settling in nearby buildings, sinkholes, ponding or limestone formation that might bring about subsidence? Loosely packed soils to a degree liquification may be a problem? Potential shrink-swell from high content of expansive clay in soil? Debris filled ground that might indicate potential for construction instability?

Hazards and Nuisances including Site Safety

Under the statutory checklist, an examination is requested as to potential danger to project beneficiaries from exposure to such hazards as, sanitary and hazardous waste landfills, toxic chemical dumps, uranium mill tailings and other radioactive materials in nearby lands. Explosive and flammable or fire-prone hazards are also to be examined as to potential threat to project beneficiaries. Other hazards include, presence of rodent infestation, nuisances from odors, glare, dust, vibration. Inadequate street lighting? Improperly screened drains or catchments? Abandoned/dilapidated buildings improperly boarded-up? Unscreened quarries or other excavation works? Dangerous intersections? Hazardous, unrepaired street conditions? Street ponding causing nuisance ingress and egress problems to project area and similar safety concerns.

Energy Consumption

Energy consumption is viewed in a twofold manner: first, energy consumed directly by the facility to be constructed as to heating and cooling, not water; and secondly, energy consumed indirectly or induced by the facility. Consumed chiefly in the transportation of people and goods to and from the project.

ENVIRONMENTAL DESIGN AND HISTORIC VALUES

Visual Quality: Coherence, Diversity, Compatible Use and Scale

Will project cause noticeable deterioration or physical alteration of natural landscape without comparable mitigation? Will there be intrusion of elements out of character, size or scale or setback? Will project alter established vistas and views, enclosed or open? Landmarks or focal-points become obscured by project proposal? Pathways, bikeways or trails that have been established impaired? Complimentary features established to existing distinguishing landmarks or development features in the impact area of the project? Unique building groups impaired visually by project?

Historic, Cultural and Archeological Resources

Is there a presence of historical/archeological sites in the area? Does the project impact on historical/archeological sites (destruction, reconstruction, enhancement)?

AIR QUALITY

Effects of Ambient Air Quality on Project and Contribution to Community Pollution Levels

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What is the climatic description of wind/fog conditions? What is the extent of pollution (smog, dust, odors, smoke, hazardous emissions) in relation to local/state/federal (conditions peculiar to the site and immediate area)? Are there any nearby sources for localized pollution (industry, dump, traffic)?

Village of Ruidoso

PERMIT APPLICATION

PERMIT NO. _____

INSPECTION PROCEDURES FOR ALL PERMITS: Call Inspection Hotline (575) 258-6996; leave name, address, and type of inspection, permit number and call back number. All this info **MUST** be on recorder or inspection cannot be scheduled. Requests will be processed the next business day and will be scheduled as work load and staff availability permits. Every effort will be made to schedule and complete inspections within one to two business days (RMC sec. 22-38)

NOTE: INSPECTIONS WILL ONLY BE SCHEDULED VIA THE INSPECTION HOTLINE

Submittal Date: 5-13-20 Is there an existing Permit for this Project? Yes-☐ No-☒

Submittal Type: Building-☒ Plumbing-☐ Mechanical-☐ Electrical-☐ Land/Site Development-☐

Location: Lincoln County-☐ Village of Ruidoso-☒

Proposed Structure Type: Manufactured-☐ Site Built-☒ Modular-☐ Grading/Drainage-☐

Existing Structure Type: Manufactured-☐ Site Built-☒ Modular-☐

NOTE: APPLICATIONS NOT FILLED OUT COMPLETELY WILL NOT BE ACCEPTED

1. Project Address: 1037 Mechem Ruidoso, NM Parcel Number: _____
2. Legal Description: Lot Number: _____ Block: _____ Plat/Unit: _____
   Zoning District: _____ Subdivision: _____ Flood Zone: _____
3. Permit Type: Owner-☐ Contractor-☒ Government-☐
4. Building Class: Residential-☐ Commercial-☒
5. Description of Work: New Construction-☒ Addition-☐ Demolition-☐
   Relocate Existing-☐ Change of Occ. ☐ Alteration/Repair-☐
6. Permit Description: Construct 40'x 100' Storage bldg. on existing concret slab/Footings, No insulation, Non-heated, No plumbing, electric only.
7. Project Valuation: _____ Permit Fees: $ _____
8. Owner's Name: Joe Dan Ortiz Phone Number: (575) 808-0612
   Mailing Address: 100 Hackamore Ct City: Ruidoso, NM
9. Contracting Company: RC Long Const. LLC Phone Number: (575) 937-1519
   Mailing Address: P.O. Box 2733 City, State: Ruidoso Downs, NM 8834
   New Mexico State License Number: 377516 Classification(s): GB98
10. Contact Person: Ryan Long Phone: (575) 937-1519
11. Responsible Design Professional: Mark Younger Phone: (575) 808-2982
12. Plan(s): No-☐ Yes-☒ Plan(s) Type: Large-☐ Small-☐ Electronic-☒
13. Percent Slope of Building site: 5%

BLUE BOXES for OFFICIAL USE ONLY		
Occupancy Info:		
Occ. Load:		
Occ. Use:		
Construction Type:		
Fire Sprinklers:	Yes-☐	No-☐
Waste Type:	Sewer-☐	Septic-☐

FLOOR AREA	SQ. FT. COST	VALUE
_____ Heated	$ _____	= $ _____
_____ Open Deck	$ _____	= $ _____
_____ Covered Deck	$ _____	= $ _____
_____ Storage	$ _____	= $ _____
_____ Basement	$ _____	= $ _____
_____ Car Port	$ _____	= $ _____
_____ Garage	$ _____	= $ _____
_____ Other/Site Dev.	$ _____	= $ _____
_____ Total	$ _____	= $ _____
_____ *Bid *(optional) *Must submit copy of BID contract*		_____

FEE(S)	
SUBTTL	$ _____
[ ] Site Dev	$ _____
[ ] Red Tag	$ _____
[ ] Forestry	$ _____
[ ] Streets	$ _____
TOTAL FEES	$ _____

CAUTION: I/we have carefully examined and read this application and know the same is true and correct. I/we are also aware that whoever is indicated as the "Contractor" assumes full responsibility for this application and for the construction, and will comply with all provisions of the Building Codes and Village Ordinances and State Laws, whether herein specified or not. I/we further understand that the Contractor, Plumber and/or Electrician are the only persons authorized to request inspections, and the plumbers and electricians must file for their own applications. To start construction before a building permit is issued and/or to use and occupy the premises before a U & O Certificate is obtained is a violation of the law.

Applicant's Signature: Ryan Long Date: 5-13-20

OWNER:	JOE DAN ORTIZ	575.808.0612
TENANT:	LIVE WIRE ELECTIRC	575.808.0612
CONTRACTOR:	R.C. LONG CONSTR	575.937.1519

VICINITY MAP:

PROJECT DESCRIPTION:

PROJECT IS CONSTRUCTION OF A SHOP BUILDING

PROJECT INFORMATION:

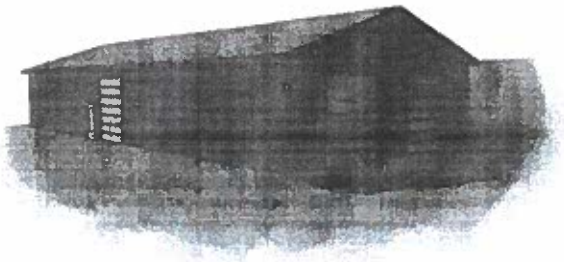
PROJECT NAME:	LIVE WIRE SHOP
PROJECT ADDRESS:	1031 MECHEM DRIVE RUIDOSO, NEW MEXICO

SITE DATA:

ADDRESS:	1037 MECHEM DRIVE RUIDOSO, NEW MEXICO
LEGAL DESCRIPTION:	1037 A BLOCK 1, TOWN AND COUNTRY ESTATES RUIDOSO, NEW MEXICO

CODE DATA:

APPLICABLE BUILDING CODES:	2015 IBC, NMCBC, NMFC, NMEBC, 2015 NMMC, NMPC, 2014 NMEC
NUMBER OF CODES:	1
FIRE SEPARATED:	NON-SPRINKLERED
CONSTRUCTION TYPE:	V-B
OCCUPANCY TYPE:	S-2
ALLOWABLE HEIGHT & AREA:	40FT ABOVE GRADE (2 STORIES) / 13,500 SQ FT
CONSTRUCTION AREA:	4000 SQ FT
OCCUPANCY CALCULATION:	OCC LOAD / 14 PERSONS / EXIT REQUIRED & PROVIDED



PROJECT DESCRIPTION

INDEX:

DESIGN NOTES:

APPLICABLE CODE:

Younger Design

PROJECT:

LIVE WIRE SHOP

PROJECT LOCATION

Drawn By: Mark Younger

Date of Printing: 11-MAY-2020

Project Start Date: 11-MAY-2020

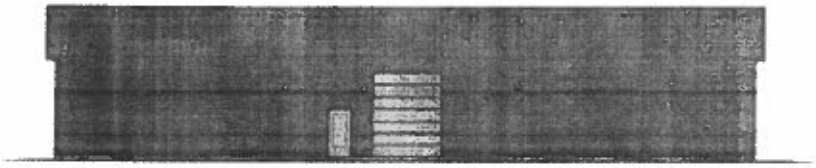
Scale: AS NOTED

OWNER:

ENGINEER:

JOB NUMBER: 20BAR

SHEET 1

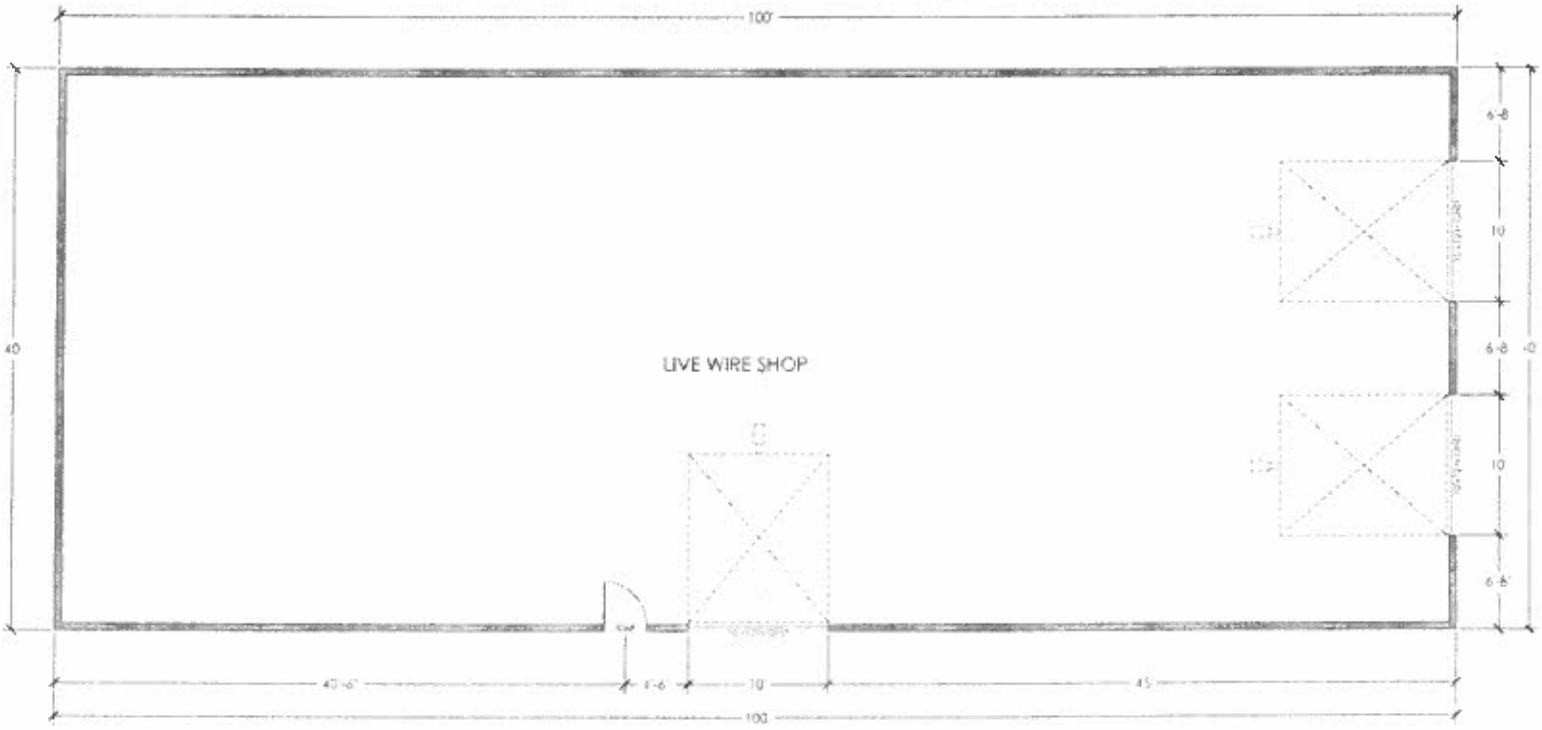


FRONT ELEVATION

RIGHT ELEVATION

LEFT ELEVATION

BACK ELEVATION



FLOOR PLAN

PROJECT INFORMATION

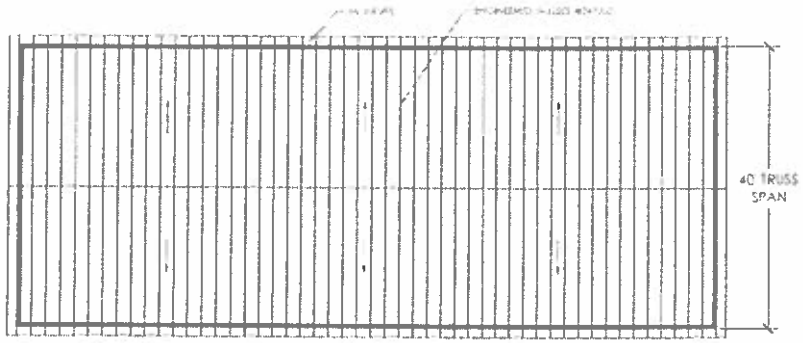
Younger Design

PROJECT

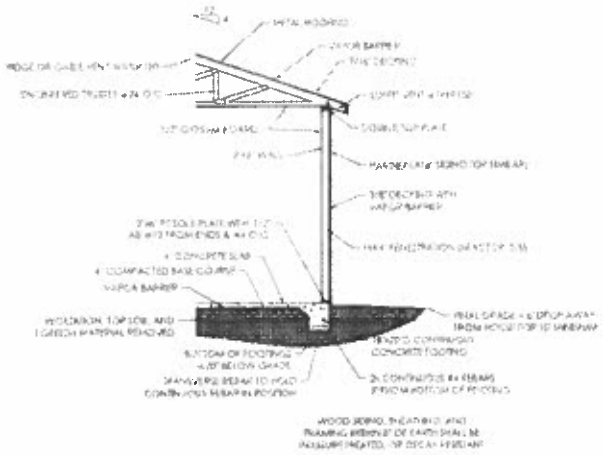
LIVE WIRE SHOP

PROJECT LOCATION

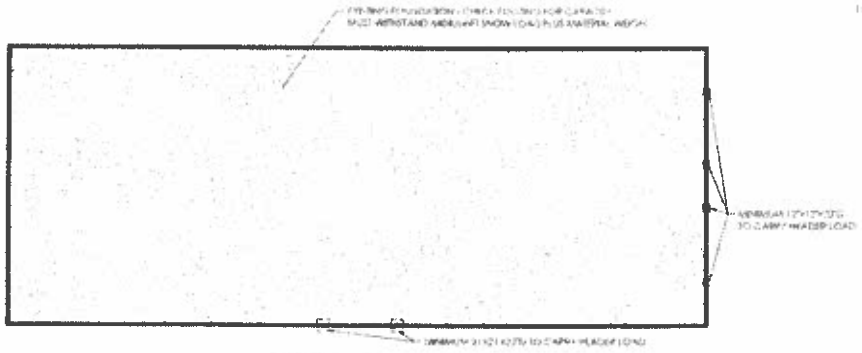
SHEET 2



FOUNDATION PLAN



TYPICAL SECTION



FOUNDATION PLAN

PROJECT INFORMATION

INDEX:

DESIGN NOTES:

APPLICABLE CODE:

Younger Design

PROJECT:

LIVE WIRE
SHOP

PROJECT LOCATION:

SHEET 3

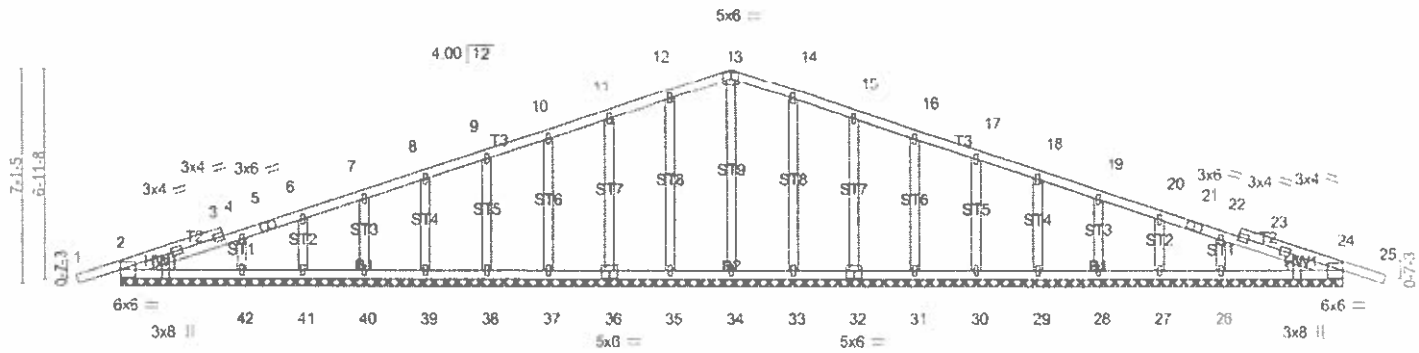
Job	Truss	Truss Type	Qty	Ply	
NEW FOLDER	A	Common Supported Gable	2	1	Job Reference (optional)

Foxworth-Galbraith Truss Co., Anthony, TX 79821

8.320 s Sep 21 2019 MiTek Industries, Inc. Mon May 11 07:28:54 2020 Page 1
ID:b0j?He5_hjx2zrH9td?Z4uzHdbU-cvP_GKXdgHw9l7t1L7eTO_bp1ya8fS6p6DcTb4zHdZd

1-4-0 | 20-0-0 | 40-0-0 | 41-4-0
1-4-0 | 20-0-0 | 20-0-0 | 1-4-0

Scale = 1:71.4



40-0-0
40-0-0

Plate Offsets (X,Y)-- [2:0-3-8,Edge], [24:0-3-8,Edge], [32:0-3-0,0-3-0], [36:0-3-0,0-3-0]

LOADING (psf)		SPACING- 2-0-0	CSI.	DEFL. in (loc) l/defl L/d	PLATES GRIP
TCLL	30.0	Plate Grip DOL 1.15	TC 0.34	Vert(LL) 0.01 25 n/r 180	MT20 185/144
(Roof Snow=30.0)		Lumber DOL 1.15	BC 0.08	Vert(CT) 0.00 25 n/r 80	
TCDL	10.0	Rep Stress Incr YES	WB 0.20	Horz(CT) 0.01 24 n/a n/a	
BCLL	0.0 *	Code IBC2015/TPI2014	Matrix-SH		Weight: 178 lb FT = 20%
BCDL	10.0				

LUMBER-
TOP CHORD 2x4 SPF 1650F 1.5E
BOT CHORD 2x4 SPF 1650F 1.5E
OTHERS 2x4 HF/SPF Stud/Std
WEDGE
Left: 2x4 HFSPF Stud/Std , Right: 2x4 HFSPF Stud/Std

BRACING-
TOP CHORD Sheathed or 6-0-0 oc purlins.
BOT CHORD Rigid ceiling directly applied or 10-0-0 oc bracing.

MiTek recommends that Stabilizers and required cross bracing be installed during truss erection, in accordance with Stabilizer Installation guide.

REACTIONS. All bearings 40-0-0.
(lb) - Max Horz 2=115(LC 16)
Max Uplift All uplift 100 lb or less at joint(s) 35, 36, 37, 38, 39, 40, 41, 42, 33, 32, 31, 30, 29, 28, 27, 26 except 2=-104(LC 8), 24=-112(LC 9)
Max Grav All reactions 250 lb or less at joint(s) 34, 38, 39, 40, 41, 30, 29, 28, 27 except 35=300(LC 19), 36=280(LC 19), 37=288(LC 19), 42=277(LC 19), 33=300(LC 20), 32=280(LC 20), 31=288(LC 20), 26=277(LC 20), 2=378(LC 18), 24=378(LC 18)

FORCES. (lb) - Max. Comp./Max. Ten. - All forces 250 (lb) or less except when shown.
WEBS 12-35=-260/134, 14-33=-260/134

NOTES-
1) Wind: ASCE 7-10; Vult=115mph (3-second gust) Vasd=91mph; TCDL=4.8psf; BCDL=3.0psf; h=20ft; Cat. II; Exp C; Enclosed; MWFRS (envelope) gable end zone and C-C Corner(3) -1-4-9 to 2-7-7, Exterior(2) 2-7-7 to 16-0-0, Corner(3) 16-0-0 to 24-0-0, Exterior(2) 24-0-0 to 37-4-9, Corner(3) 37-4-9 to 41-4-9 zone; cantilever left and right exposed ; end vertical left and right exposed;C-C for members and forces & MWFRS for reactions shown; Lumber DOL=1.33 plate grip DOL=1.33
2) Truss designed for wind loads in the plane of the truss only. For studs exposed to wind (normal to the face), see Standard Industry Gable End Details as applicable, or consult qualified building designer as per ANSI/TPI 1.
3) TCLL: ASCE 7-10; Pf=30.0 psf (flat roof snow); Category II; Exp C; Fully Exp.; Ct=1.00
4) Unbalanced snow loads have been considered for this design.
5) This truss has been designed for greater of min roof live load of 20.0 psf or 2.00 times flat roof load of 30.0 psf on overhangs non-concurrent with other live loads.
6) All plates are 1.5x4 MT20 unless otherwise indicated.
7) Gable requires continuous bottom chord bearing.
8) Gable studs spaced at 2-0-0 oc.
9) This truss has been designed for a 10.0 psf bottom chord live load nonconcurrent with any other live loads.
10) * This truss has been designed for a live load of 20.0psf on the bottom chord in all areas where a rectangle 3-6-0 tall by 2-0-0 wide will fit between the bottom chord and any other members.
11) Provide mechanical connection (by others) of truss to bearing plate capable of withstanding 100 lb uplift at joint(s) 35, 36, 37, 38, 39, 40, 41, 42, 33, 32, 31, 30, 29, 28, 27, 26 except (jt=lb) 2=104, 24=112.
12) This truss is designed in accordance with the 2015 International Building Code section 2306.1 and referenced standard ANSI/TPI 1.

LOAD CASE(S) Standard

Job	Truss	Truss Type	Qty	Ply	
NEW FOLDER	B	Common	49	1	Job Reference (optional)

Forworth Galbraith Truss Co., Anthony, TX 79821

8.320 s Sep 21 2019 MiTek Industries, Inc. Mon May 11 07:28:56 2020 Page 1
ID:b0j?He5_hjx2zrH9td?Z4uzHdbU-YHXkh0YtCuAt_R1PTXgxUPg0Dl4F7C26ZX5afzzHdZo

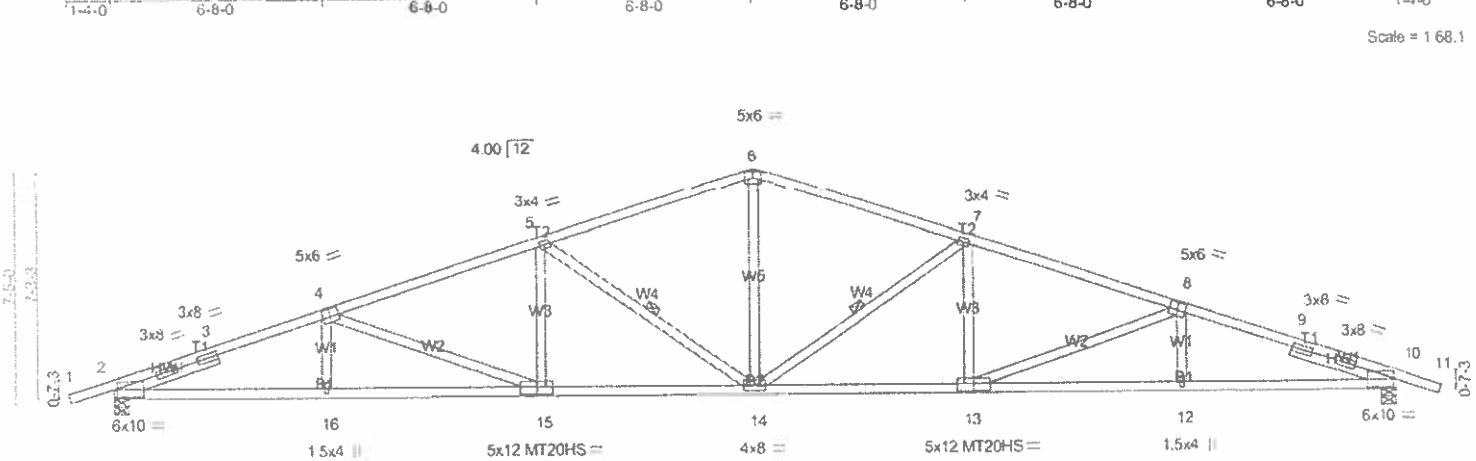


Plate Offsets (X,Y)-- [2:0-1-0,0-3-0], [4:0-3-0,0-3-0], [8:0-3-0,0-3-0], [10:0-1-0,0-3-0], [13:0-6-0,0-3-0], [15:0-6-0,0-3-0]

LOADING (psf)		SPACING-	2-0-0	CSI.		DEFL.	in	(loc)	l/defl	L/d	PLATES	GRIP
TCLL	30.0	Plate Grip DOL	1.15	TC	0.93	Vert(LL)	-0.43	14	>999	360	MT20	185/144
(Roof Snow=30.0)		Lumber DOL	1.15	BC	0.87	Vert(CT)	-0.74	14-15	>653	240	MT20HS	139/108
TCDL	10.0	Rep Stress Incr	YES	WB	0.87	Horz(CT)	0.26	10	n/a	n/a		
BCLL	0.0 *	Code IBC2015/TPI2014		Matrix-SH							Weight: 163 lb	FT = 20%
BCDL	10.0											

LUMBER-
TOP CHORD 2x4 SPF 1650F 1.5E
BOT CHORD 2x4 SPF 1650F 1.5E
WEBS 2x4 HF/SPF Stud/Std
SLIDER Left 2x4 HFSPF Stud/Std - 3-5-4, Right 2x4 HFSPF Stud/Std - 3-5-4

BRACING-
TOP CHORD Sheathed.
BOT CHORD Rigid ceiling directly applied or 7-8-2 oc bracing.
WEBS 1 Row at midpt 7-14, 5-14

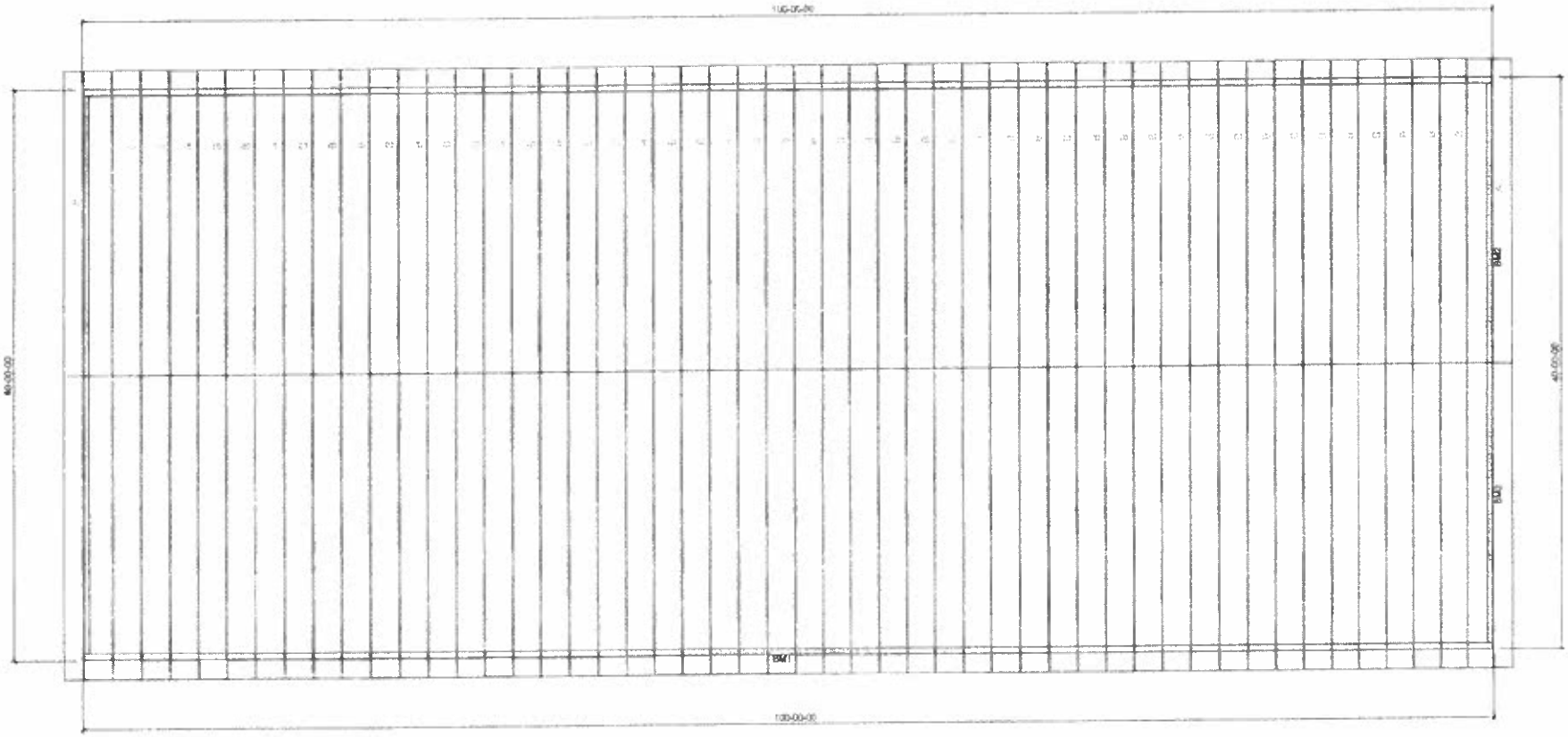
MiTek recommends that Stabilizers and required cross bracing be installed during truss erection, in accordance with Stabilizer Installation guide.

REACTIONS. (lb/size) 2=2110/0-5-8 (min. 0-3-5), 10=2110/0-5-8 (min. 0-3-5)
Max Horz 2=-120(LC 17)
Max Uplift2=-456(LC 8), 10=-456(LC 9)

FORCES. (lb) - Max. Comp./Max. Ten. - All forces 250 (lb) or less except when shown.
TOP CHORD 2-17=-4779/902, 3-17=-4691/904, 3-4=-4693/917, 4-18=-4098/794, 5-18=-3949/805, 5-19=-3143/674, 6-19=-3048/686, 6-20=-3049/686, 7-20=-3143/674, 7-21=-3949/805, 8-21=-4098/794, 8-9=-4693/918, 9-22=-4691/905, 10-22=-4779/903
BOT CHORD 2-16=-878/4396, 15-16=-879/4392, 14-15=-690/3837, 13-14=-621/3837, 12-13=-789/4392, 10-12=-787/4396
WEBS 6-14=-245/1457, 7-14=-1413/337, 7-13=-39/410, 8-13=-611/216, 5-14=-1413/337, 5-15=-39/410, 4-15=-611/215

NOTES-
1) Wind: ASCE 7-10; Vult=115mph (3-second gust) Vasd=91mph; TCDL=4.8psf; BCDL=3.0psf; h=20ft; Cat. II; Exp C; Enclosed; MWFRS (envelope) gable end zone and C-C Exterior(2) -1-4-9 to 2-7-7, Interior(1) 2-7-7 to 16-0-0, Exterior(2) 16-0-0 to 24-0-0, Interior(1) 24-0-0 to 37-4-9, Exterior(2) 37-4-9 to 41-4-9 zone; cantilever left and right exposed ; end vertical left and right exposed;C-C for members and forces & MWFRS for reactions shown; Lumber DOL=1.33 plate grip DOL=1.33
2) TCLL: ASCE 7-10; Pf=30.0 psf (flat roof snow); Category II; Exp C; Fully Exp.; Ct=1.00
3) Unbalanced snow loads have been considered for this design.
4) This truss has been designed for greater of min roof live load of 20.0 psf or 2.00 times flat roof load of 30.0 psf on overhangs non-concurrent with other live loads.
5) All plates are MT20 plates unless otherwise indicated.
6) This truss has been designed for a 10.0 psf bottom chord live load nonconcurrent with any other live loads.
7) * This truss has been designed for a live load of 20.0psf on the bottom chord in all areas where a rectangle 3-6-0 tall by 2-0-0 wide will fit between the bottom chord and any other members.
8) Provide mechanical connection (by others) of truss to bearing plate capable of withstanding 100 lb uplift at joint(s) except (jt=lb) 2=456, 10=456.
9) This truss is designed in accordance with the 2015 International Building Code section 2306.1 and referenced standard ANSI/TPI 1.

LOAD CASE(S) Standard



Foxworth - Galbraith Lumber
RC Long - Live Wire Shop
1037 Mechem Drive
Ruidoso, New Mexico
job # 201040

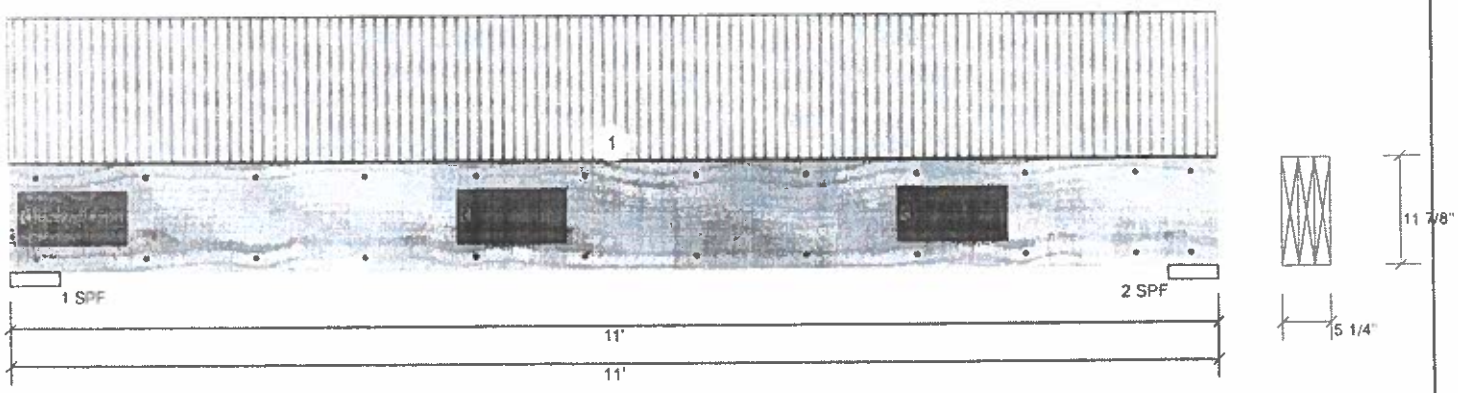
EWP Studio
Simpson Strong-Tie®
Component Solutions™

Client:
Project:
Address:

Date: 5/11/2020
Input by:
Job Name:
Project #:

BM1 2.0E Rigidlam LVL 1.750" X 11.875" 3-Ply - PASSED

Level: Level



Member Information

Type:	Girder	Application:	Floor
Plies:	3	Design Method:	ASD
Moisture Condition:	Dry	Building Code:	IBC/IRC 2015
Deflection LL:	480	Load Sharing:	Yes
Deflection TL:	240	Deck:	Not Checked
Importance:	Normal		
Temperature:	Temp <= 100°F		

Reactions UNPATTERNED lb (Uplift)

Brg	Live	Dead	Snow	Wind	Const
1	5803	145	0	0	0
2	5803	145	0	0	0

Bearings

Bearing	Length	Cap.	React D/L lb	Total	Ld. Case	Ld. Comb.
1 - SPF	5.500"	48%	145 / 5803	5948	L	D+L
2 - SPF	5.500"	48%	145 / 5803	5948	L	D+L

Analysis Results

Analysis	Actual	Location	Allowed	Capacity	Comb.	Case
Moment	14087 ft-lb	5'6"	33194 ft-lb	0.424 (42%)	D+L	L
Unbraced	14087 ft-lb	5'6"	14103 ft-lb	0.999 (100%)	D+L	L
Shear	4450 lb	9'7 3/8"	12053 lb	0.369 (37%)	D+L	L
LL Defl inch	0.176 (L/696)	5'6"	0.255 (L/480)	0.690 (69%)	L	L
TL Defl inch	0.180 (L/679)	5'6"	0.510 (L/240)	0.350 (35%)	D+L	L

Design Notes

1. Fasten all plies using 2 rows of 10d Box nails (.128x3") at 12" o.c. Maximum end distance not to exceed 6".
2. Refer to last page of calculations for fasteners required for specified loads.
3. Girders are designed to be supported on the bottom edge only.
4. Top loads must be supported equally by all plies.
5. Top must be laterally braced at a maximum of 9'11 1/4" o.c.
6. Bottom braced at bearings.
7. Lateral slenderness ratio based on single ply width.

ID	Load Type	Location	Trib Width	Side	Dead 0.9	Live 1	Snow 1.15	Wind 1.6	Const. 1.25	Comments
1	Uniform			Top	10 PLF	1055 PLF	0 PLF	0 PLF	0 PLF	
	Self Weight				16 PLF					

Notes

Calculated Structural Designs is responsible only of the structural adequacy of this component based on the design criteria and loadings shown. It is the responsibility of the customer and/or the contractor to ensure the component suitability of the intended application and to verify the dimensions and loads.

Lumber

1. Dry service conditions unless noted otherwise.
2. LVL not to be treated with fire retardant or corrosive chemicals.

Handling & Installation

1. LVL beams must not be cut or drilled.
2. Refer to manufacturer's product information regarding installation requirements, multi-ply fastening details, beam strength values and code approvals.
3. Damaged Beams must not be used.
4. Design assumes top edge is laterally restrained.
5. Provide lateral support at bearing points to avoid lateral displacement and rotation.
6. For flat roofs provide proper drainage to prevent ponding.

This design is valid until 10/15/2022

Manufacturer Info

Roseburg Forest Products
4500 Riddle By-pass Rd
Riddle, OR 97469
(541) 784-4005
www.roseburg.com
APA, PR-L289, PR-L270, ICC-ES ESR-1210

Foxworth-Galbraith Lumber Co
100 W Hwy 70, New Mexico
575-378-4494

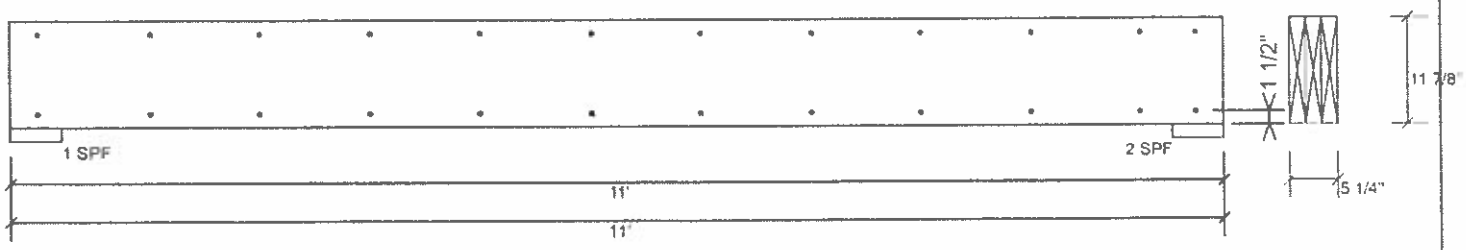
EWP Studio
Simpson Strong-Tie®
Component Solutions™

Client:
Project:
Address:

Date: 5/11/2020
Input by:
Job Name:
Project #:

BM1 2.0E Rigidlam LVL 1.750" X 11.875" 3-Ply - PASSED

Level: Level



Multi-Ply Analysis

Fasten all plies using 2 rows of 10d Box nails (.128x3") at 12" o.c.. Nail from both sides. Maximum end distance not to exceed 6"

Capacity	0.0 %
Load	0.0 PLF
Yield Limit per Foot	181.1 PLF
Yield Limit per Fastener	90.5 lb.
Yield Mode	IV
Edge Distance	1 1/2"
Min. End Distance	3"
Load Combination	
Duration Factor	1.00

Notes

Calculated Structured Designs is responsible only of the structural adequacy of this component based on the design criteria and loadings shown. It is the responsibility of the customer and/or the contractor to ensure the component suitability of the intended application, and to verify the dimensions and loads.

Lumber

1. Dry service conditions unless noted otherwise
2. LVL not to be treated with fire retardant or corrosive chemicals

Handling & Installation

1. LVL beams must not be cut or drilled
2. Refer to manufacturer's product information regarding installation requirements, multi-ply fastening details, beam strength values and code approvals
3. Damaged Beams must not be used
4. Design assumes top edge is laterally restrained
5. Provide lateral support at bearing points to avoid lateral displacement and rotation
6. For flat roofs provide proper drainage to prevent ponding

This design is valid until 10/15/2022

Manufacturer Info

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4500 Riddle By-pass Rd
Riddle, OR 97469
(541) 784-4005
www.roseburg.com
APA: PR-L289, PR-L270, ICC-ES: ESR-1210

Foxworth-Galbraith Lumber Co
100 W Hwy 70, New Mexico
575-378-4494

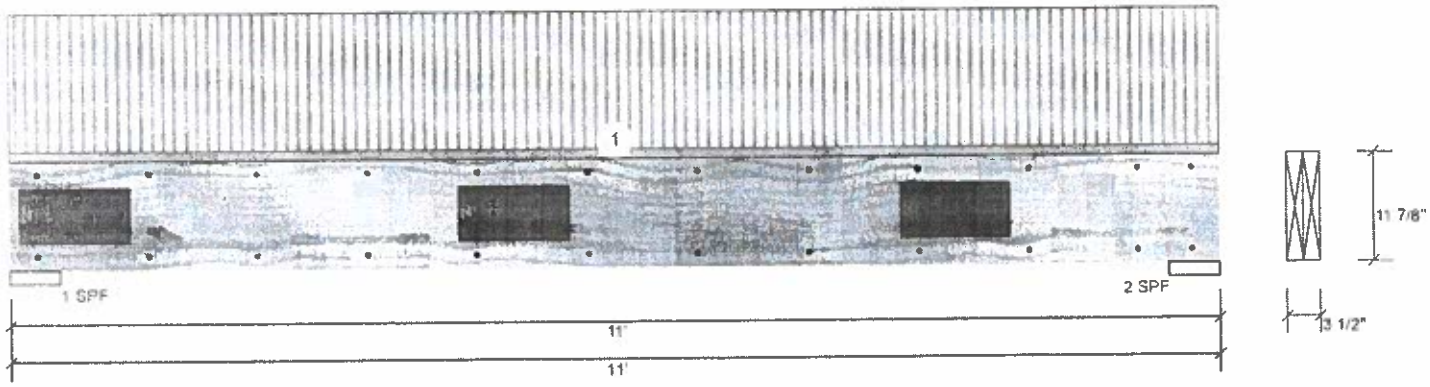
EWP Studio
Simpson Strong-Tie® Component Solutions™

Client:
Project
Address:

Date: 5/11/2020
Input by:
Job Name:
Project #:

BM2 2.0E Rigidlam LVL 1.750" X 11.875" 2-Ply - PASSED

Level: Level



Member Information

Type:	Girder	Application:	Floor
Plies:	2	Design Method:	ASD
Moisture Condition:	Dry	Building Code:	IBC/IRC 2015
Deflection LL:	480	Load Sharing:	No
Deflection TL:	240	Deck:	Not Checked
Importance:	Normal		
Temperature	Temp <= 100°F		

Reactions UNPATTERNED lb (Uplift)

Brg	Live	Dead	Snow	Wind	Const
1	825	115	0	0	0
2	825	115	0	0	0

Bearings

Bearing	Length	Cap.	React D/L lb	Total	Ld. Case	Ld. Comb.
1 - SPF	5.500"	11%	115 / 825	940	L	D+L
2 - SPF	5.500"	11%	115 / 825	940	L	D+L

Analysis Results

Analysis	Actual	Location	Allowed	Capacity	Comb.	Case
Moment	2227 ft-lb	5'6"	21278 ft-lb	0.105 (10%)	D+L	L
Unbraced	2227 ft-lb	5'6"	9181 ft-lb	0.243 (24%)	D+L	L
Shear	703 lb	1'4 5/8"	8035 lb	0.088 (9%)	D+L	L
LL Defl inch	0.038 (L/3265)	5'6"	0.255 (L/480)	0.150 (15%)	L	L
TL Defl inch	0.043 (L/2864)	5'6"	0.510 (L/240)	0.080 (8%)	D+L	L

Design Notes

1. Fasten all plies using 2 rows of 10d Box nails (.128x3") at 12" o.c. Maximum end distance not to exceed 6".
2. Refer to last page of calculations for fasteners required for specified loads.
3. Girders are designed to be supported on the bottom edge only.
4. Top loads must be supported equally by all plies.
5. Top braced at bearings.
6. Bottom braced at bearings.
7. Lateral slenderness ratio based on single ply width.

ID	Load Type	Location	Trib Width	Side	Dead 0.9	Live 1	Snow 1.15	Wind 1.6	Const. 1.25	Comments
1	Uniform			Top	10 PLF	150 PLF	0 PLF	0 PLF	0 PLF	
	Self Weight				11 PLF					

Notes

Calculated Structured Designs is responsible only of the structural adequacy of this component based on the design criteria and loadings shown. It is the responsibility of the customer and/or the contractor to ensure the component suitability of the intended application and to verify the dimensions and loads.

Lumber

1. Dry service conditions unless noted otherwise.
2. LVL not to be treated with fire retardant or corrosive chemicals.

Handling & Installation

1. LVL beams must not be cut or drilled
2. Refer to manufacturer's product information regarding installation requirements, multi-ply fastening details, beam strength values, and code approvals
3. Damaged Beams must not be used
4. Design assumes top edge is laterally restrained
5. Provide lateral support at bearing points to avoid lateral displacement and rotation
6. For flat roofs provide proper drainage to prevent ponding

This design is valid until 10/15/2022

Manufacturer Info

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Foxworth-Galbraith Lumber Co
100 W Hwy 70, New Mexico
575-378-4494

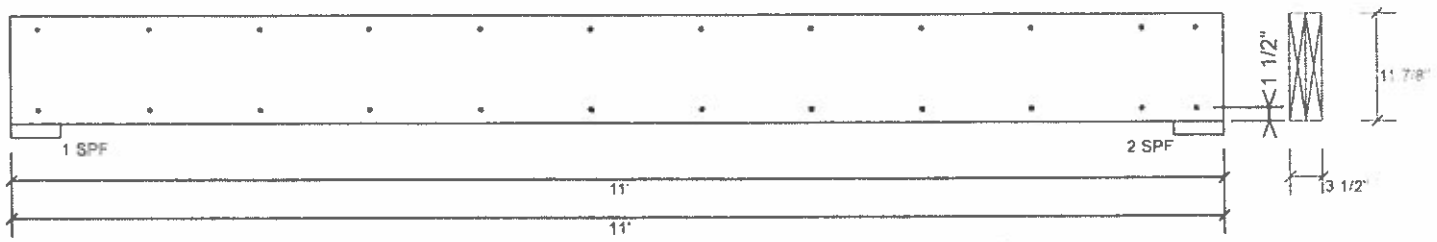
EWP Studio
Simpson Strong-Tie®
Component Solutions™

Client:
Project:
Address:

Date 5/11/2020
Input by:
Job Name:
Project #

BM2 2.0E Rigidlam LVL 1.750" X 11.875" 2-Ply - PASSED

Level: Level



Multi-Ply Analysis

Fasten all plies using 2 rows of 10d Box nails (.128x3") at 12" o.c.. Maximum end distance not to exceed 6"

Capacity	0.0 %
Load	0.0 PLF
Yield Limit per Foot	181.1 PLF
Yield Limit per Fastener	90.5 lb.
Yield Mode	IV
Edge Distance	1 1/2"
Min. End Distance	3"
Load Combination	
Duration Factor	1.00

Notes

Calculated Structured Designs is responsible only of the structural adequacy of this component based on the design criteria and loadings shown. It is the responsibility of the customer and/or the contractor to ensure the component suitability of the intended application, and to verify the dimensions and loads.

Lumber

1. Dry service conditions unless noted otherwise
2. LVL not to be treated with fire retardant or corrosive chemicals

Handling & Installation

1. LVL beams must not be cut or drilled
2. Refer to manufacturers product information regarding installation requirements, multi-ply fastening details, beam strength values and code approvals
3. Damaged Beams must not be used
4. Design assumes top edge is laterally restrained
5. Provide lateral support at bearing points to avoid lateral displacement and rotation
6. For flat roofs provide proper drainage to prevent ponding

This design is valid until 10/15/2022

Manufacturer Info

Roseburg Forest Products
4500 Riddle By-pass Rd
Riddle, OR 97469
(541) 784-4005
www.roseburg.com
APA PR-L289 PR-L270 ICC-ES ESR-1210

Foxworth-Galbraith Lumber Co
100 W Hwy 70, New Mexico
575-378-4494

NEW MEXICO

Planning Commission

Village Hall- 313 Cree Meadows Drive, Ruidoso, New Mexico 88345

Case Report – Conditional Use Request #CU-2020-0318

Subject Property: 637 Sudderth Dr
Zoning: C-2 Community Commercial District
Subdivision: Palmer Gateway Subdivision

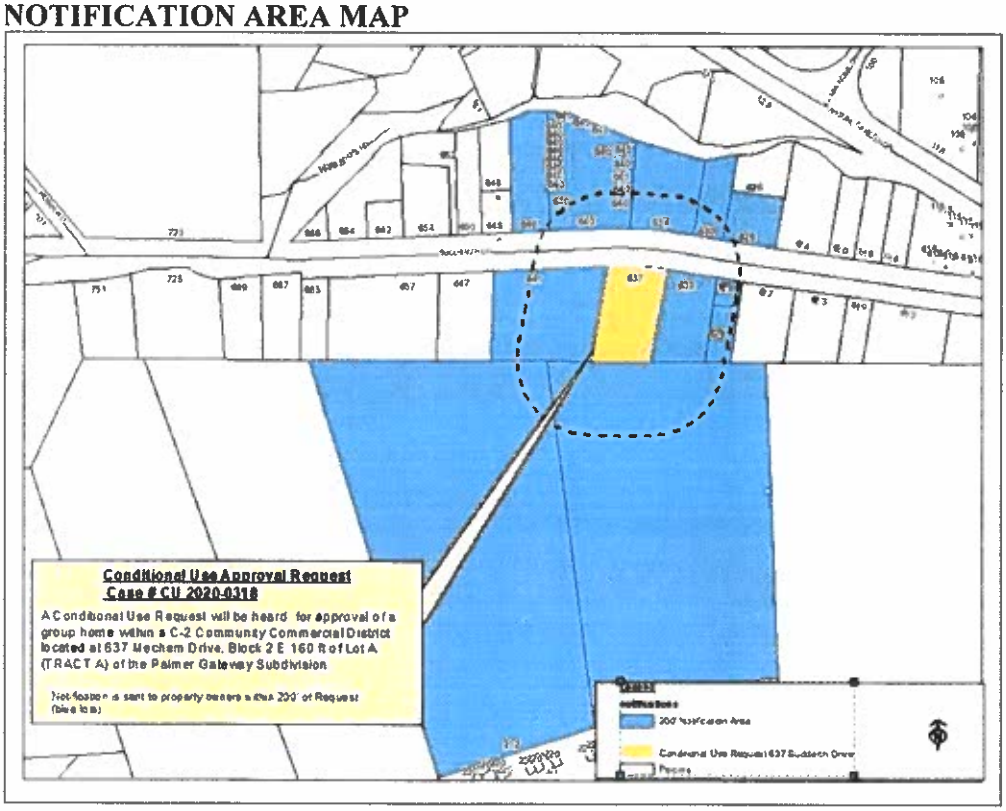
Legal Description: Block 2, E 160 ft of Lot A
Applicant: High Mountain Youth Project
Hearing Date: May 26, 2020 at 2:00 p.m.

Applicable Sections of Village Code:

- Sec. 54-100. - C-2 Community Commercial District.
- Sec. 54-68. - Conditional use permit approval.

I. REQUEST: The applicant is requesting approval to operate a group home as a CYFD-Licensed 24-hour a day Youth Crisis Shelter (Group Home) for 12-16 teens experiencing homelessness or at risk of homelessness. Purchase of the property is contingent on approval of the Conditional Use permit.

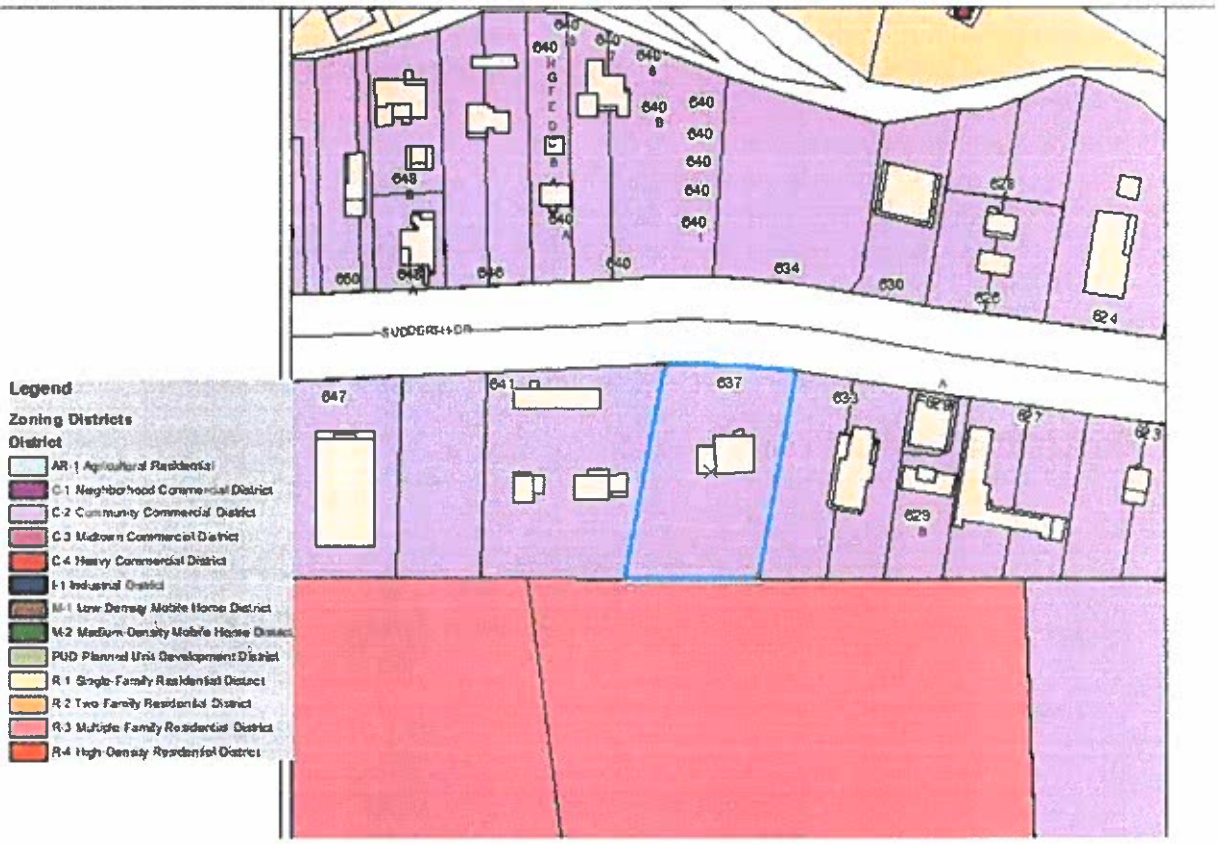
II. NOTIFICATION AREA MAP



III. SITE DATA

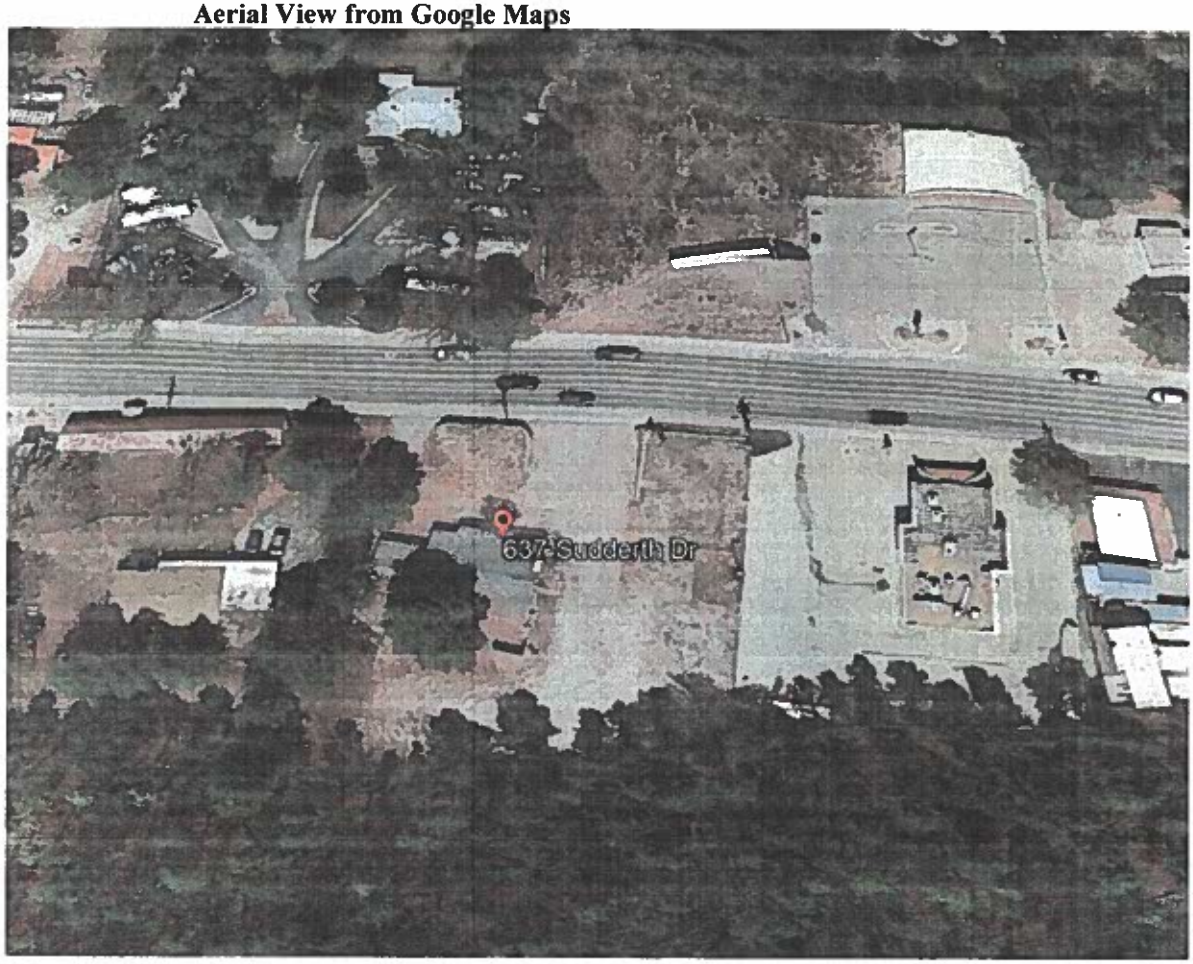
Direction	Zoning	Existing Land Use
North	C-2	Community Commercial District- RV Park & Vacant
East	C-2	Community Commercial District- Restaurant
South	R-3	Multiple-Family Residential District- Vacant Land
West	C-2	Community Commercial District- Residential/Historic Old Mill

IV. AREA ZONING MAP



V. Current Structure Street View

Aerial View from Google Maps



Street View from Google Maps

VI. ANALYSIS

Sec. 54-100. - C-2 community commercial district.

(a) *Purpose.* The purpose of the C-2 community commercial district is to provide for low-intensity retail or service outlets which deal directly with the consumer for whom the goods or services are intended. The uses allowed in this district are to provide goods and services on a community market scale and should be located in areas which are served by arterial street facilities.

(c) *Conditional uses.* Conditional uses in the C-2 district are:

(31) Group and nursing homes.

(h) *Screening.* All principal and accessory uses shall be screened from adjacent residential districts as described in section 54-134.

(j) *Signs.* Signs are allowed according to division 5 of this article.

Sec. 54-68. - Conditional use permit approval.

(a) *Generally.* Certain uses, (as defined in section 54-91(c)), may, under certain circumstances, be acceptable. When such circumstances exist, a conditional use permit may be granted. The permit may be issued for a specified period of time, with automatic cancellation at the end of that time unless it is renewed, or conditions may be applied to the issuance of the permit and periodic review may be required. The permit shall be granted for a particular use and not for a particular person.

(b) *Application.* The person applying for a conditional use permit shall fill out and submit to the planning administrator the appropriate form, together with the required fee. The request for a conditional use permit shall follow the procedures and applicable requirements of section 54-67 which pertain to site plan review.

(c) *Notice of hearing.* Notice of any public meeting at which the conditional use will be reviewed shall be accomplished as set forth in section 54-40.

(d) *Review and decision by planning commission.*

(1) No conditional use permit shall be given for a use which is not listed in this article as a conditional use in the particular district in which it is proposed to be located. The planning commission shall consider the effect of the proposed use upon the health, safety and general welfare of occupants of surrounding lands, existing and anticipated traffic conditions, including parking facilities, on adjacent streets and land, the impact upon the natural environment, and the effect of the proposed use upon the comprehensive plan. The planning commission may grant the application by motion, imposing such conditions and safeguards as it deems necessary, or it may deny the application. In reviewing conditional uses in residential areas, the planning commission shall consider particularly the response of adjoining property owners.

(2) Approval of conditional use permits shall require a two-thirds vote of the members of the planning commission present. If approved, the commission shall be required to make findings supporting its decision. If an application is denied, the denial shall constitute a finding that the applicant has not shown that the conditions required for approval exist. No application for a conditional use permit which has been denied wholly or in part shall be resubmitted for a period of six months from the date of the order of denial, except on grounds of new evidence or proof of change of conditions found to be valid by the planning commission.

(e) *Notice of decision; contents of permit.* The applicant shall be notified in writing of the action taken by the planning commission. If the application has been granted, the permit shall be issued upon the signature of the chairman of the planning commission and the planning administrator, and any conditions, automatic termination date, or period of review shall be stated on the permit.

(f) *Revocation.* If the conditions and safeguards set by the planning commission are violated, the conditional use permit, after due process, may be revoked by a majority vote of the planning commission. Appeals may be made in accordance with section 54-62.

(Code 1985, § 10-2-8; Ord. No. 99-12, 7-27-99; Ord. No. 2008-11, 10-14-08)

The Planning Commission has the following options:

1. **Approval** of Conditional Use Request, with reasons stated in the motion, granting the requested conditional use.

2. **Require modifications** to Conditional Use Request, and have it returned for Planning Commission review at the next meeting.

3. **Deny** the request of Conditional Use Request with reasons and conditions.

Approval of a conditional use requires a **2/3 majority vote** of those members of the Planning Commission present. The reasons for either approval or rejection must be stated in the findings of fact and motion.

V. STAFF RECOMMENDATION

The determination of appropriateness for granting or denying a conditional use application rests only with the consistency with applicable statutes, codes and policies and with the Commission's analysis of the impacts to the surrounding properties and the community at-large.

Upon review of the application and existing conditions, staff finds that the proposed request for condition use appears to be consistent with the Village Code and hereby recommends the following conditions.

1. Granting of the Conditional Use Approval is contingent upon the purchase of the subject property.

2. The applicant shall make no substantial changes in plans without the Planning Commission approval.

3. By accepting approval of this Conditional Use, Applicant agrees to comply in a timely manner with standards and conditions set. Failure to comply may lead to Court enforcement.

Suggested Motion:
"Based upon the foregoing findings of fact per §54-68 and § 54-100 of the Village Code, I move to **GRANT** the requested conditional use approval for Case #CU-2020-0318 with the conditions stated in the case report."

Prepared & Submitted by:

Samantha J. Mendez
Community Development Director

# # #

By signing below, the Owner/Applicant agrees to comply with all the conditions adopted by the Planning and Zoning Commission ("the Commission") at its hearing on this application. The Owner/Applicant further agrees that it will make no changes to the plans as presented to the Commission without prior approval from village staff or the Commission. Failure to comply with the application as approved by the Commission may result in Court action or revocation of approval.

_____

Owner/ Applicant Date

May 18, 2020

To the Village of Ruidoso Planning and Zoning Commission:

I write this to ask you to approve the application for a Conditional Use Permit for a future Group Home to be operated at 637 Sudderth Drive by the High Mountain Youth Project of Lincoln County, NM.

My name is Laurie Benavides and I am the current High Mountain Youth Project Board President and a founding member of the 501(c)(3) nonprofit organization whose mission is to involve the communities of Lincoln County in offering a comprehensive safety net for youth experiencing homelessness or at risk of homelessness.

The proposed Group Home (Youth Crisis Shelter) operated by High Mountain Youth Project (HMYP) will benefit youth experiencing homelessness or at risk of homelessness as well as our public schools, and our community. The free resources offered at the Shelter will keep youth safe and nurtured so that they will have improved school attendance, increased academic achievement, and graduate ready to enter higher education or the workforce.

Research related to student homelessness has shown that students experiencing homelessness or at risk of homelessness who are offered a comprehensive safety net of services are more likely to stay in school and less likely to cost taxpayers in the terms of cycling in and out of the juvenile justice system, emergency rooms, foster care and schools. And who wouldn't want this for our community?

Since February, 2018, upon receiving a License to Operate from the Village of Ruidoso, HMYP has successfully operated an Evening Drop-in and Study Center at 700 Mechem Drive in the Jira Plaza. Since its opening, students have been able to "drop in" for free resources—after school snacks, hot meals, laptops, WIFI, homework help, and tutoring as well as to use the laundry facilities, showers, and have wholesome recreation with their peers. A highly trained staff and a cadre of volunteers provide supervision and positive adult role models based on the best practices of positive youth development and trauma informed care. Of our 16 regularly attending students during the school year 2019-2020, all have been promoted to the next grade or have graduated.

Although the leased office condominium at Jira Plaza has served our evening program well, the fact of the matter is that there are youth who do not have safe, secure, and stable housing and we cannot provide overnight care at our current location. Luisa Rodriguez, Ruidoso High School Social Worker reports that she is aware of 10 students who needed sheltering during this past school year. In addition to those 10, our drop-in center staff knows of 3 additional students who had no place to stay at some time during the school year.

Nearly all of our current students who have been attending the drop-in center are from Ruidoso High School and Middle School. We occasionally see students from Capitan. A crisis shelter would enable HMYP to better serve students in the surrounding school districts as well. Preliminary talks with CYFD have resulted in HMYP being invited to submit a letter of intent to open a Youth Crisis Shelter. CYFD is very interested in having a licensed and certified shelter in Ruidoso to care for youth who are experiencing homelessness, or who are throw-aways or runaways. But first, we need a conditional use permit to operate a group home.

Upon the granting of this conditional use permit, HMYP will secure financing, purchase the property, and begin the CYFD licensing process. Since the property is a former Day Care, the house already meets CYFD regulations. We will hire an architect and a contractor. We will use local vendors when at all possible. With minor renovations to the wood house including the installation of a shower, adding insulation to a concrete block garage conversion, and enlarging a common area, the Evening Drop-in and Study Center can move into the house. With renovation to the interior of the barracks to provide adequate sleeping and bathroom arrangements for youth, we will complete the CYFD license process. We plan to open the group home sometime in late 2021 with enough staff to initially provide care for 12 overnight students.

Again, I urge you to grant us the conditional use permit and join High Mountain Youth Project in our vision of a loving and caring community where **all** youth are protected, empowered, loved, respected and treated with dignity.

Respectfully,

Laurie Benavides

Rev. Laurie Benavides
President
High Mountain Youth Project
700 Mechem Drive, #14 Jira Plaza
Ruidoso, NM 88345

High Mountain Youth Project

LINCOLN COUNTY, NEW MEXICO

A Five-Year Plan for Providing a Youth Crisis Shelter for Youth At Risk of Homelessness

Vision Statement of the High Mountain Youth Project
The High Mountain Youth Project envisions a loving and caring community where all youth are protected empowered, loved, respected and treated with dignity.

Mission Statement
The mission of the High Mountain Youth Project is to involve the communities of Lincoln County, New Mexico, in providing a comprehensive safety net for youth at risk of or experiencing homelessness.

Overview
The Youth Crisis Shelter will be the second program in a comprehensive safety net offered to students experiencing homelessness or at risk of homelessness. Our initial program, The Evening Drop-in and Study Center has been serving students since February 2018.
(*See Evening Drop-in Center in Appendix*)

The purpose of the Youth Crisis Shelter (the Shelter) is to provide safe, stable housing and educational support for youth ages 14-19 in Lincoln County who are at risk of homelessness so they can stay in school and graduate. This includes youth who are in a crisis situation such as abandonment, abuse, neglect or runaway. Operating at full capacity, the Shelter will provide services on a twenty-four hour a day basis for 12-16 youth usually for 90 days or less. Situations requiring care beyond 90 days will be re-evaluated and the stay lengthened as needed to help the youth develop a transition plan.
Data from the Ruidoso High School Social Worker for the school year 2019-2020 show that at least 10 students could have benefited from Shelter services. Additionally, HMYP staff reports that three of the regularly attending youth at the Evening Drop-in Center were in need of a fixed, adequate, and regular night time residence at one point or another.

Youth staying at the Shelter will be supervised by an adult staff member in a separate area consisting of bedrooms or dormitories with showers, access to a kitchen and common area, access to WIFI and computers for homework, snacks and meals, and access to transportation via school bus or public transportation to ENMU-Ruidoso. On weekends and days when school is not in session, students will utilize other areas of the facility for recreation, meals, and studying. Youth staying at the Shelter will be able to access all after school and evening resources through the Evening Drop-in and Study Center.

Program Philosophy

Our vision of a loving and caring community where all youth are protected empowered, loved, respected and treated with dignity drives our philosophy.

The development of a genuine, empathic relationship with unconditional positive regard between the youth, staff and volunteers is the basis of the program philosophy of the High Mountain Youth Project. Unconditional positive regard means to treat an individual as worthy and capable, even when the individual does not act or feel that way. A plan of care that cuts across all agencies and providers is developed and changed, when needed, to meet the needs of the youth.

Best Practices

The Shelter will utilize best practices that meet our vision and philosophy which originate from the following:

- New Mexico Children, Youth & Families Department
  https://cyfd.org/docs/SHELTER_7_8_3_NMAC.pdf
- How to Open and Sustain a Drop-in Center for Homeless Youth, N. Slesnick, et al, 2008, National Institute of Health; U.S. National Library of Medicine
  http://www.ncbi.nlm.nih.gov/pmc/articles/PMC2440711
- Mental Health First Aid
  https://www.mentalhealthfirstaid.org/
- Positive Youth Development
  https://www.hhs.gov/ash/oah/adolescent-development/positive-youth-development/index.html
- Trauma Informed Care
  https://youth.gov/youth-topics/youth-mental-health/trauma
- Assurance Home, Roswell
  http://www.assurancehome.org/
- Casa Q, Albuquerque
  https://www.casaq.org/
- The Georgetown Project, Georgetown, Texas
  http://georgetownproject.org/

Funding
Funding will be required for a down payment and monthly mortgage, renovations, utilities, insurance, hiring staff, food, purchase of furniture, equipment and other supplies and services. Expenses for the Youth Crisis Shelter for 2020 would run $100,000 (the down payment on the property). Full operation of the Shelter would cost approximately $193,895 annually. Added to the program costs of the Evening Drop-in and Study Center, 2020 organizational expenses would run approximately $180,000 and $272,000 for 2021.
See Appendix for 2020 Amended and 2021 Projected Budget

Potential sources of funding include private donors, local fundraising events, charitable foundations and local, state or federal government grants. In-kind donations of supplies, equipment, food, and services are welcome and can positively impact finances. Funding is the biggest challenge that HMYP will face. Experience and expertise in grant writing, and in community networking and coalition building will be integral to financial success. The Corona Virus Pandemic has resulted in the cancelation of our major fundraising event for 2020. An urgent appeal for emergency funds to keep the Evening Drop-in Center plus an earnest appeal for recurring monthly donations (pledges) is hoped to generate operating money for the current Evening Drop-in Center. A new campaign will need to be created to generate new monies for The Shelter.
See Appendix for 2020 Revised Fundraising Plan

Building and Location
Currently, HMYP leases an office condominium in Ruidoso for the Evening Drop in Center for $1500 per month or $18,000 per year plus maintenance and water fees of $1500 per year. The current lease ends September 30, 2020 and if we are able to renew, rent will increase 25% to $22,500 per year (or $1875 per month) plus the condo association fee which has continued to increase each of the three years we have occupied the building. Although the Drop-in Center is located in this space, the property is not zoned or appropriate for sleeping according to CYFD regulations.

Because of a pervasive attitude in the community against locating a shelter in a residential area ("Not in my backyard!), the Youth Crisis Shelter and Evening Drop in Center will need to locate in a Commercially-zoned area or in Lincoln County jurisdiction. Since the majority of the students we serve are in the Ruidoso School District, the Center should be in the Ruidoso/Ruidoso Downs area near a school bus stop. Around 5000-6000 square feet of indoor space is needed to house both programs.

There is currently **one** commercially zoned property available in Ruidoso at a reasonable price that could house both programs. Listed at $425,000 with two buildings totaling 5,817 Sq. Ft., the commercially improved property sits on 0.89 acres. This property is currently owned by First Savings Bank. An offer of $400,000 with 25% down ($100,000) with the Bank financing the loan for 25 years would make the monthly mortgage payment and related fees around $2000 per month. As a nonprofit in good

standing, HMYP would not pay property taxes. It is estimated that $150,000 is needed for renovations.
See Appendix for Proposed Location for the Youth Crisis Shelter/Property Description

Organization of the Shelter
The philosophy of change guides the structure and rules of both programs. A structured program that facilitates the meeting of basic needs and educational goals is based upon this philosophy. Such structure reinforces the belief that the
youth are capable of success and the staff should reinforce and support any efforts towards reintegration or connection, regardless of immediate success. In building trust with youth, a lack of boundaries and consequences for behaviors while youth are at the center does not meet that end, but rather suggests a lack of care or concern. Strict rules and harsh consequences similarly reflect lack of care or concern, leading to loss of trust and feelings of judgment and shame among the youth. To achieve a balance between the two extremes, HMYP will utilize the principles of Trauma Informed Care and Positive Youth Development.
We will utilize the principles of Trauma Informed Consequences and Positive Youth Development; all staff and volunteers will receive this training.

Staffing the Shelter
A part-time program director and one on-duty adult staff member (3 shifts or 3 Full Time Equivalents per day with a ratio of one adult to 12 youth during sleeping hours) are needed to staff the Shelter. An additional adult staff member would be needed to maintain the ratio for 13 or more youth during sleeping hours. Volunteers may be used to staff the Center at any time and especially during daytime hours when school is not in session.

Salary for a part-time program director (25 hours per week at $15 per hour) would be approximately $19,200 per year plus payroll taxes
Salary for an adult staff member (3 8-hour shifts per day, one person working on a shift at a time supervising 12 students during sleeping hours or 16 students during non-sleeping hours at $12 -$15 per hour would be approximately $105,120 - $131,400 per year plus payroll taxes.
Alternatively, without paying adult staff member from 4-8 pm because of presence of paid Drop-in Staff, the salary of an Adult Staff Member would be approximately $87,600-$109,500 plus payroll taxes.
An additional adult staff member will be needed when more than 12 students are present during sleeping hours.

Paid and volunteer staff must pass background checks, including fingerprinting in compliance with CYFD Regulations.
Paid and volunteer staff will be trained in CPR, Emergency First Aid, Trauma Informed Care, Positive Youth Development, Mental Health First Aid, Food and Blood borne

Pathogens, Working with LGBTQ+ Youth, Policies & Procedures/Staff & Volunteer Handbook, Mandatory Reporting, and other competencies.

The program director will report directly to the Executive Director of HMYP, or to the Board of Directors in the absence of an Executive Director. Adult staff members will report to the Program Director. The Program Director will also coordinate and manage volunteers.

Food Service
Snacks will be provided daily and one meal will be provided each evening through the Evening Drop in Center program.
Children, Youth, and Families Department (CYFD) can reimburse $2-4 per snack/meal through the New Mexico Child and Adult Nutrition Program to eligible agencies. Lincoln County Medical Center, volunteers, churches, philanthropic groups, and local restaurants may provide meals that are prepared off-site and brought to the center. Meals may be prepared on-site with youth helping with meal preparation as appropriate in a certified commercial kitchen. On weekends and days when school is not in session, breakfast and lunch will be served. The program director or a volunteer will coordinate menus and schedules to ensure daily meal service that meets the nutritional needs of teenagers. All New Mexico Environmental Department regulations will be followed and staff will be appropriately certified.

Transportation
It is expected that students will utilize school transportation to and from school. Staff and vetted volunteer drivers may provide transportation in other cases.

Policies and Procedures are being drafted and will be included in this plan at a later date.

Program Evaluation
The effectiveness of the Youth Crisis Shelter will be evaluated by the following:
Number of youth served as per Intake Forms
Services accessed
Youth Survey Forms
Attendance rates
Graduation rates
Transition Plans
Follow Up

5 Year Timeline for Implementation

Year 2020- Development of the 5 Year Plan; Notification to CYFD of intent to open a Youth Crisis Shelter, Board Approval; Village of Ruidoso zoning conditional use permit; **purchase facility**, inform donors and partners; plan Capital Campaign; policy and procedure development; begin renovations; Evening Drop-in Center locates in newly purchased facility

Year 2021- complete renovations; hire Program Director, CYFD Licensure, Development of Orientation Packet for Shelter residents, Create groundwork for support services; hire adult staff; **begin providing Shelter services to 12 youth**

Year 2022-Both programs fully operational; apply for CYFD reimbursements

Year 2023- hire 2nd adult staff person; **reach capacity for 16 Sheltered youth**

Year 2024-Hire an Executive Director for HMYP

APPENDIX

The Evening Drop-in and Study Center
700 Mechem Drive, #14 Jira Plaza, Ruidoso, NM 88345
Hours of Operation-Daily 4-9 PM and on Early Dismissal Days/Wednesdays 2:30-9:00 PM
Staff-Part-time Program Manager, Part-time Program Assistant, volunteers
Services provided:

- A safe place after school
- After school snacks
- Food pantry
- Weekend food bag
- Hot evening meal
- Wi-Fi and laptops
- School supplies
- Lending library
- Homework help and tutoring
- Recreation-Games, ping pong, art, TV, keyboard, guitar
- Shower facilities
- Laundry facilities
- Lockers for personal storage
- Personal hygiene items
- Clothing
- Access to social services and other resources
- Transportation
- Seasonal celebrations/parties
- Seminars in self-care, financial literacy, and life skills

Number of instances of students "dropping in" (includes students attending one time or more)

2018: 127
2019: 499
2020: 172 Jan. 1-March 13

The last day of school was March 13 due to the COVID-19 stay at home order; staff is currently delivering meals, groceries, school supplies and personal items to 18 youth until students are allowed to return to the Drop-in and Study Center

Number of volunteers for 2019: 79

Proposed Location for the Youth Crisis Shelter/Property Description

637 Sudderth Drive, Ruidoso, NM 88345 Listed at $425,000 with two buildings totaling 5,817 Sq. Ft., the commercially improved property is situated on 0.89 acres and features an operational and permitted commercial kitchen. Most of this facility is ADA compliant and went through a strict approval process when it was previously a child care facility. There is ample parking and more parking spots could be added. The house could accommodate the Evening Drop-in and Study Center and the barracks could house the Shelter. It is estimated that renovations could total $150,000. Although there are ample restrooms, showers would need to be installed-one in the house and two in the barracks. The barracks would need to be divided into sleeping quarters and a break room/kitchenette installed along with a staff restroom and laundry room. The dining area in the house needs insulation and new walls installed over the existing concrete block walls. A wall should be removed to enlarge the great room and new flooring installed in this area of the house. In November 2019, members of the HMYP Board of Directors and Community Advisory Committee toured the property. All agreed that this property would work for both programs.

Property Details

Type	Commercial Improved	Lot Size	0.89 acres
Status	For Sale - Active	Tax Year	$2,078/2017
Subdivision	Palmer Gateway	Listing Id	123164
County	Lincoln	Courtesy Of	Pinnacle Real Estate & Dev
Sq. Ft.	5,817 Sq. Ft.		

INTERIOR FEATURES

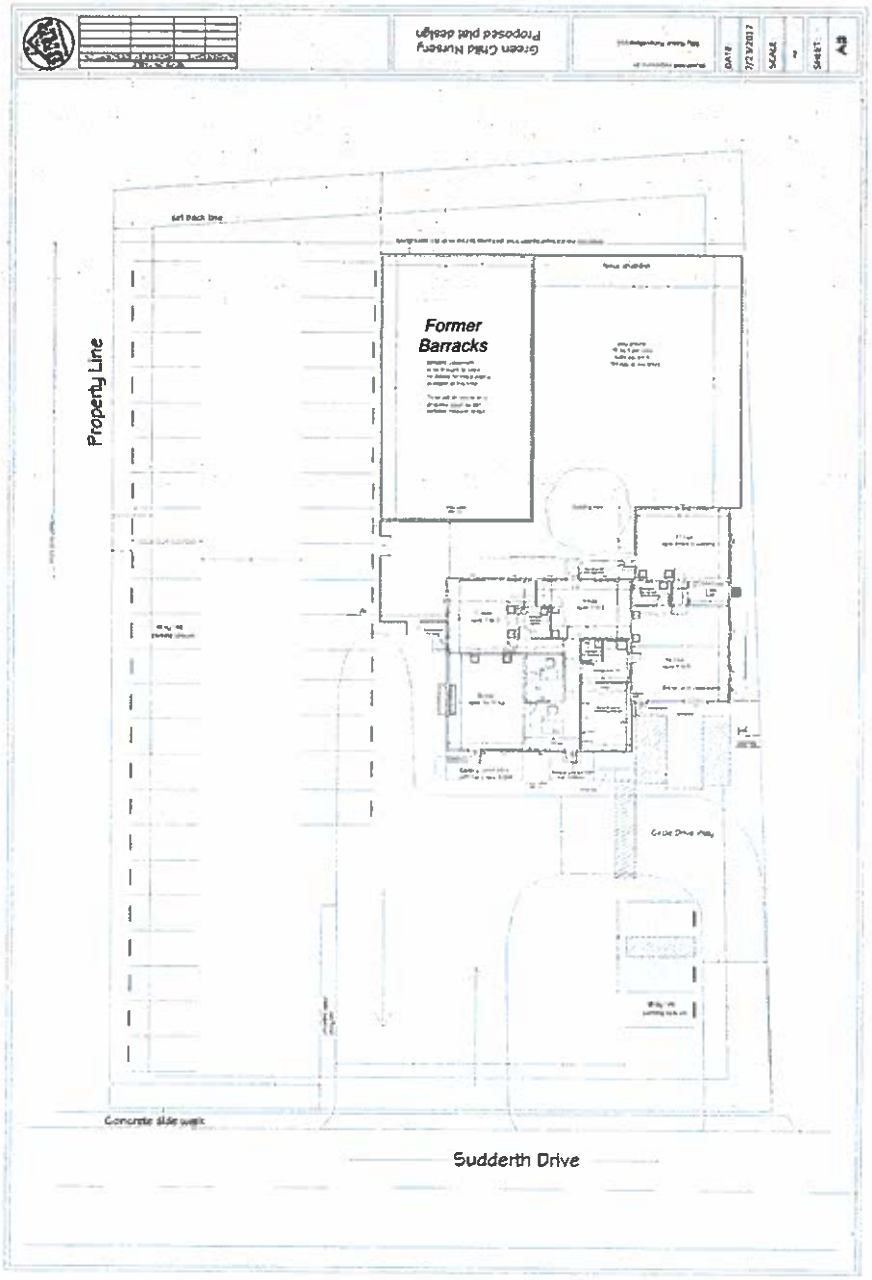
Rooms	Den Dining Room Family Room Living Room Utility Room	Flooring	Concrete Linoleum Tile
		Electric	Other
Kitchen Features	Breakfast Bar Electric Dryer Hookup Gas Dryer Hookup Other Pantry See Remarks Storage Washer Hookup	Furnishing	See Remarks
		Fireplace	2
		Appliances	Convection Oven Disposal Dryer Freezer Gas Range Gas Water Heater Microwave Refrigerator Washer
Entry	Level: 1		

EXTERIOR FEATURES

Patio	Porch: Covered Porch: Deck Porch: Other	Lot Dimensions/Area	Lot Number: A Other Size: 39 Size: 030 SQ FT Size - Range: Between .5 and 1 acre
Number of Buildings	2		
Roof	Other See Remarks	Fencing	Fenced Partial
Parking	On Site Paved	Road Surface	Paved
Construction	Guest House	Topography	Downtown Location
		Roof	Metal
		Road Frontage	City/Public Street

UTILITIES & BUILDING INFO

Construction	Other	Sewer	Includes: Water
SQFT	Source: Appraiser	Exterior Finish	Other Restaurant See Remarks
Included in Sale	Included in Sale: Building Included in Sale: Equipment Included in Sale: Land Included in Sale: Other Included in Sale: See Remarks Included in Sale: Will Sell Entirely	Area	Ruidoso
		Year Built (approximate)	Pre-1978: No
		Stories	One
Exterior	Frame	Amenities	Laundry Private Patios Storage
Unit Type	Five or More		
Utilities	Electricity Connected Natural Gas Connected Sewer Connected Water Connected	Heating	Forced Air Natural Gas
		Property Condition	Other
Security	Other Smoke Detector(s)		



(The above plan was from the proposed Day Care plan by previous owner. The Barracks was not part of the that initial plan and was added later.)

2020 Amended and 2021 Projected Budget

			amended	Projected					
Revenues			4/30/20	2021	YOUTH CRISES CENTER	2020	BOTH	2021	BOTH
	Grants		30,500	10,000	Grants		30,500		
	Events		255	55,000	Events		255		35,000
	Donations		22,000	33,000	Donations		22,000		
	Misc		500		CAPITAL CAMPAIGN	200,000	200,500		
	Interest MM		400	200	Interest MM		500		
			53,655	98,200		200,000	253,755		35,000
Expenses	Salary		34,500	36,000	Salaries - Director & 2 staff		34,500	128,700	164,700
	Payroll taxes		3,450	3,600	payroll taxes		3,450	12,870	16,470
	Food		1,300	2,000	food		1,300	1,000	3,000
	Activity Fund		500	500	activity fund		500		500
	Training/Background Cks		250	250	training/background cks		250		250
	Maint/Furnish/supplies	*	10,500	1,000	Maint/Furnish/supplies		10,500	50,000	51,000
	Cleaning								
	Rent 10 mos	**	13,000	-	rent		13,000		
	Mortgage Begin 9/1	***	5,003	20,000	Mortgage 10/1		3,335		20,000
	On-line Donor program		1,700	1,700	on-line donor prog		1,700		1,700
	Utilities		1,800	2,200	utilities		1,800		2,200
	Qtrly Bldg Assessment		2,000	-	qtrly bldg assess		2,000		
	Water/Sewer/Trash			1,320	water/sewer/trash				1,320
	Tel/TV/Data		1,300	1,500	tel/tv/data		1,300		1,500
	Security		325	325	Security		325	325	650
	Special Events		300	800	special events		300		800
	Payroll/ Acctg Svc		800	800	payroll acctg svc		800		800
	Printing/Adv/Nwsltr/Web		900	1,200	printing/adv/newsltr/web		900		1,200
	Storage Unit		720	-	storage unit		720		
	Insurance- DO/Bldg		2,500	5,000	insurance bldg & DO		2,500		5,000
	Postage		200	200	postage		200		200
	Misc/Dues		1,000	1,000	misc/dues		1,000		1,000
	Legal				Down payment on mortgage	100,000	100,000		
			82,048	79,395		100,000	180,380	192,895	272,290
	Grant expenditures								
	SHORTFALL to come from money mark		(28,393)	18,805		100,000	73,375	(192,895)	(237,290)
	to come from money market								
	SBA loan		3,000						
			(25,393)						
*	$10,000 for new bldg repairs								
**	reduction $500/2 mos								
***	3 months mtg payment								
	(possible additional $7,665 in SBA loan proceeds which would reduce 2020 shortfall to $17,728								

Donations, Events, Grants, Interest Income

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Funding Source											Actual 2020 to date	Actual 2019		Actual 2018
2	1. Individual Donors	Strategy	# of people asked	Anticipated effectiveness of request	Average donation	Estimated Income	Costs	Net Income	Timing	Board Role	Staff Role				
3	Non-board recurring/pledge	Quarterly Pledge Appeal--email & Special Appeal through NFG	300	25%	$300.00	$ 25,000.00	-$1,658.00	$ 23,342.00	Oct.	Deanna Oberheu Laurie Benavides					
4	Christmas Appeal in memory of honor of loved one	Special appeal through NFG	300	25%	$100.00	$ 7,500.00	included in row 2	$7,500	Nov. 1	Deanna Oberheu				2019 & 2018 row 3 &4 combined	$ 20,442.00
5	Spencer Wish Tre	Asking donations for operating and direct support for students	50	25%	$100.00	$ 1,250.00	-$10.00	$1,240	Nov-Jan	Clayton Alred Julie Cintron	suggestions for appeal				$ -
6	Covid-19 Appeal	Thank 2019 Sponsors 3 email blasts appeal	352	10%	$50.00	$ 1,750.00	included in row 2	$1,750	March	Laurie Benavides	# of youth needing assistance				$ -
7	Major Donors for Youth Crisis Center-Capital Appeal	Maintain relationships: ask after 5 year plan/ Business Plans are complete	2	100%	$75,000.00	$ 150,000.00	$0.00	$150,000	May	Laurie Benavides. Luisa Rodriguez					$ -
8	Individual Donors Capital-Appeal	Targeted Appeal to special list of supporters	10	100%	$5,000.00	$ 50,000.00	included in row 2	$50,000	June	Executive Committee					$ -
9	Facebook Birthday Fundraiser	blurb in newsletters. Appeal in a FB post	11	100%	$250.00	$ 2,750.00	included in row 2	$2,750	year round	Each board member has a birthday fundraiser					
10	Amazon Smile	blurb in newsletters. Appeal in a FB post	350	20%	$100.00	$ 7,000.00	included in row2	$7,000	year round	all board members sign up	all amazon purchases through Amazon Smile				
11	3. Board Giving	Strategy	Board size	Percentage	Average donation	Estimated Income	Costs	Net Income	Timing	Board Role	Board Role				
12		Pledge Drive	10	100%	$700.00	$ 7,000.00		$7,000	January	Each Board Member pledges	Treasurer				$ 8,965.00
13	4. Events		# of attendees	Percentage		Estimated Income Total	Costs	Net Income	Timing	Board Role	Staff Role			Bed race. Dinner, Volksmarch	$ 26,018.00
14		Online Auction				$ 8,000.00		$ 8,000.00	Nov	Laurie Benavides Laura Angell. Vivian Isaacs					$ -
15	Grants	Request to:	Request for:	Amount Requested	Probability of Funding	Estimated Income	Costs	Net Income	Timing	Board Role	Staff Role				
16		NM Children's Foundation	Operations	$6,000	33%	$ 2,000.00	-$10.00	$2,010.00	13-Mar	Celeste Barnes. grant writer					
17		BBVA	Operations	$5,000	50%	$ 2,500.00	$0.00	$2,500.00	April	Celeste Barnes. grant writer					
18		Wells Fargo	Operations	$5,000	50%	$ 2,500.00	$0.00	$2,500.00	April	Celeste Barnes. grant writer					
19		Hubbard Community Grant	Season Fundraising	$10,000	100%	$ 10,000.00	-$10.00	$10,010.00	31-Jul	Celeste Barnes. grant writer. Shelter Committee					
20		Community Foundation of Lincoln County	Operations	$500	100%	$ 500.00	-$5.00	$495.00	1-Nov	Celeste Barnes. grant writer					
21		Charles & Marie Anderson Foundation	Operations	$10,000	50%	$ 5,000.00	$0.00	$5,000.00		Laurie Benavides					
22								Anderson grant for COVID=19 Help						Misc Grants and Trusts	$ 15,000.00
23	Governmental Grants	Request to:	Request for:	Amount Requested	Probability of Funding	Estimated Income	Costs	Net Income	Timing	Board Role	Staff Role				
24		HHS/NMCEH	Youth Demonstration Project						Spring 2	Clayton Alred					
25	Interest Income					$ 300.00		$ 300.00							$ 309.00
26	Totals					$283,050.00		$281,397.00							$70,734.00

Planning Commission

Zoom at Village Hall- 313 Cree Meadows Drive, Ruidoso, New Mexico 88345
Case Report– Variance Request #PV-2020-0325

Case #PV- 2020-0325– Variance Request
Subject Property: 506 Mountain High Circle
Zoning: R-1 Single-Family Residential

Subdivision: Grindstone Canyon Resort
Legal Description: Block 3 of Phase 1, Lot 58
Applicants/Owners: Charles French
Hearing Date: May 26, 2020 at 2:00 p.m.

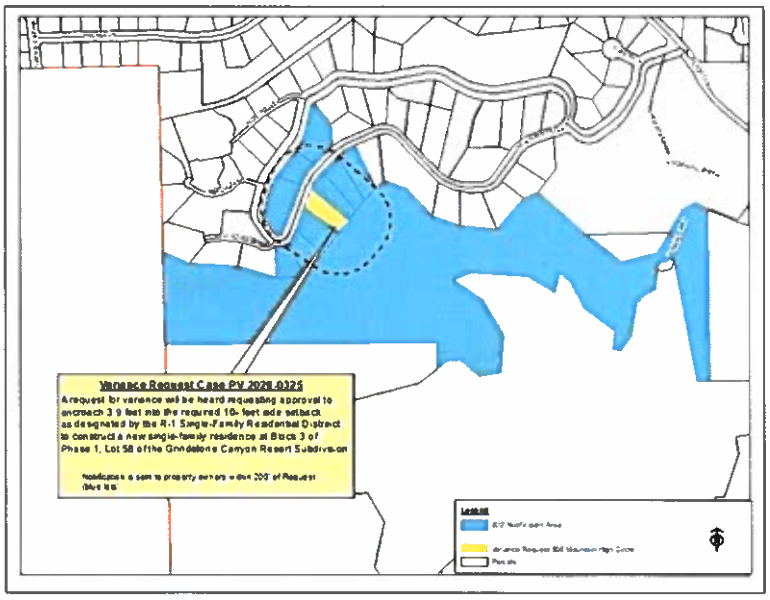
Applicable Sections of Village Code:

- Sec. 54-92. – R-1 Single-Family Residential District.
- Sec. 54-140. - Setback and height encroachments, limitations and exceptions.
- Sec. 54-66. Variances.

I. SITE DATA

Direction	Zoning	Existing Land Use
North	R-1	Single-Family Residential District
East	R-1	Single-Family Residential District
South	PUD	Planned Unit Development
West	R-1	Single-Family Residential District

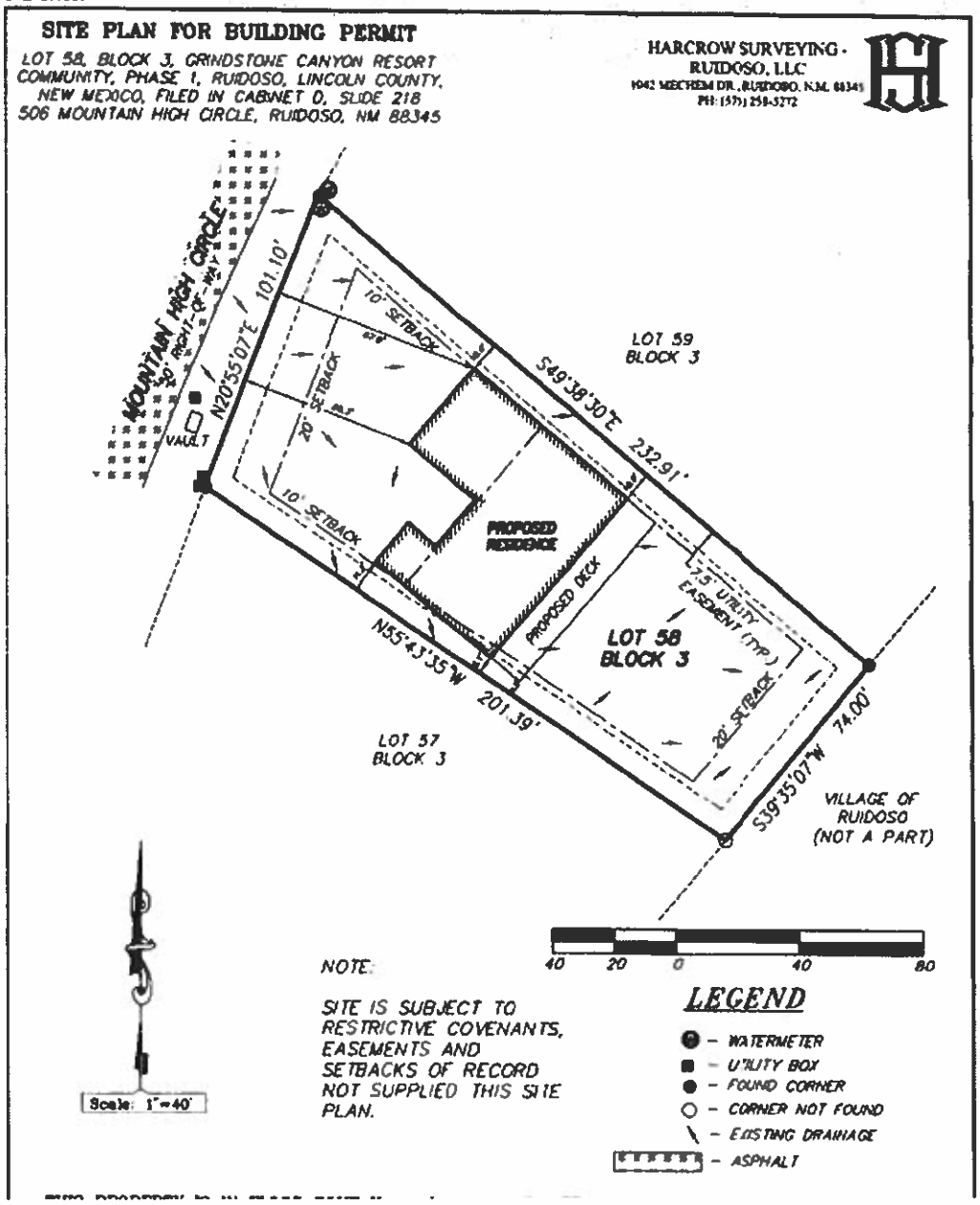
II. NOTIFICATION AREA MAP



RUIDOSO
NEW MEXICO

III. REQUEST: Charles French is requesting approval of a variance to encroach 3.9 feet into the required 10 feet side-yard setback as designated by the R-1 Single-Family Residential District to construct a new single-family residence.

IV. Site Plan.



RUIDOSO NEW MEXICO

V. ANALYSIS

Sec. 54-92. - R-1 single-family residential district.

(a) *Purpose; maximum density.* The purpose of the R-1 single-family residential district is to provide for the development, at a low density, of single-family detached dwellings and directly related complementary uses. The district is intended to be strictly residential in character with a minimum of disturbance due to traffic or overcrowding.

b. Minimum lot width: 75 feet.

c. Minimum lot depth: 100 feet.

d. Minimum front setback: 20 feet.

e. Minimum side setback: 10 feet.

f. Minimum corner side setback: 20 feet. Street side(s)

g. Minimum rear setback: 20 feet.

(f) *Encroachments into yards.*

(2) *Covered patios, decks, porches or carports.* Covered patios, decks, porches or carports shall not be permitted encroachments on any setbacks, except as provided under section 54-140.

Sec. 54-140. - Setback and height encroachments, limitations and exceptions.

The following shall be considered as permitted encroachments on setback and height requirements, except as otherwise provided in this article:

(2) *Permitted encroachments in side and rear yards*. Balconies eight feet above grade may extend into the yards to within five feet of a lot line, provided the balconies do not extend over nonresidential driveways. Detached outdoor picnic shelters, open arbors and trellises may extend to within five feet of a side or rear lot line, except that no such structures shall exceed 500 square feet. Recreational equipment, picnic tables and apparatus needed for the operation of active and passive solar energy systems are permitted encroachments.

Setbacks:	Per Code:	Proposed:	Variance:
North Side Yard	10'	10'	0'
West Front Yard	20'	56.3'	0'
East Rear Yard	20'	60+'	0'
South Side Yard	**10'**	**6.1'**	**3.9'**

RUIDOSO
NEW MEXICO

Sec. 54-66. Variances.

(a) Generally. The planning commission may vary or adjust the strict application of the requirements of this article in the case of, shallow or steep lot or other physical condition applying to a lot or building where strict application of this article would result in practical difficulty or unnecessary hardship that would deprive the owner of reasonable use of the property involved.

Granting of variances shall be done in accord with the requirements and procedures established in this article. Variances may only be granted for hardships related to the physical characteristics of land and should normally be limited to regulations pertaining to height or width of structures or the size of yard and open spaces where a departure from the literal interpretation of this article will not be contrary to the public interest or establish a precedent that would undermine the purpose and intent of this article as described in section 54-32. Use variances shall not be permitted. No variance or adjustment in the strict application of any provisions of an ordinance may be granted unless:

(1) Special circumstances or conditions, fully described in the Planning Commission's findings, are peculiar to the land or building for which the adjustment is sought and do not apply generally to land or buildings in the neighborhood and have not resulted from any act of the applicant after the adoption of this article. Substandard lot size shall be considered a special circumstance in accordance with section 54-143(j);

(2) For reasons fully set forth in the planning commission's findings, the circumstances or conditions are such that the strict application of the provisions of this article would deprive the applicant of the reasonable use of the land or building, the granting of the variance is necessary for the reasonable use thereof and the variance as granted is the minimum adjustment that will accomplish this purpose; and

(3) The granting of the variance is in harmony with the purpose and intent of this article and will not be harmful to the neighborhood or otherwise detrimental to the public welfare.

Approval of a variance requires a **2/3 majority vote** of those members of the Planning Commission present. The reasons for either approval or rejection must be stated in the findings of fact and motion.

Sec. 54-66 (d) Review and decision by planning commission.

In considering applications for variance, the planning commission shall consider the effect of the proposed variance upon the health, safety and welfare of the community, traffic conditions, light and air, danger of fire, risk to the public safety, and the safety and the effect on values of property in the surrounding area.

The planning commission shall hear oral or written statements from the applicant, the public, village staff or its own members. If the planning commission determines by motion that the special conditions applying to the structure or land in question are peculiar to such property or the immediately surrounding area and do not apply generally to other land or

structures in the district in which the land is located, that granting the proposed variance will not in any way impair health, safety or welfare or in any other respect be contrary to the intent of this article and the village comprehensive plan, and that the granting of such variance will not merely serve as a convenience to the applicant, but is necessary to alleviate demonstrable hardship or difficulty, the planning commission may grant such variance and impose conditions and safeguards therein.

A variance shall not be approved except upon the affirmative vote of two-thirds of all the members of the planning commission present. The planning commission shall be **required to make findings supporting its decision** based on subsections (a) through (d) of this section.

The Planning Commission has the following options:

1. **Approval** of the Variance request, with reasons stated in the motion, granting the requested conditional use.

2. **Require modifications** to the Variance request, and have it returned for Planning Commission review at the next meeting.

3. **Deny** the request of the Variance request with reasons and conditions.

Approval of a conditional use requires a **2/3 majority vote** of those members of the Planning Commission present. The reasons for either approval or rejection must be stated in the findings of fact and motion.

If the Planning Commission votes to approve this application, staff recommends that the following conditions of approval be imposed:

1. Applicant must complete and return necessary Variance Agreement prior to any construction including an improvement survey that notates the variance that was approved on the face of the plat. Failure to complete and record variance agreement within six (6) months from approval will void the approval of Case #PV-2020-0325. Plat must be record in the office of the Lincoln County Clerk.

2. Applicant must obtain necessary permits to begin construction within six (6) months of Planning Commission approval and construction must comply with Village Code and applicable state standards and be completed within one (1) year of the issuance of the building permit.

3. Granting of the variance relief does not confer any authorization for additional variances nor the improvement upon the portion of the dwelling granted relief to encroach within this application. All additional improvements within encroachments would require future variance relief from the Planning Commission.

4. Applicant shall make no substantial changes in plans without Planning Commission approval.

5. By accepting approval of this Variance Agreement, Applicant agrees to comply in a timely manner with standards and conditions set. Failure to comply may lead to Court enforcement.

V. STAFF FINDINGS & RECOMMENDATION

Variance requests require findings in 3 parts to determine whether the application meets the criteria necessary to grant the requested relief.

1. First, staff finds that in accordance with §54-66(a)(1) "Variances" **special conditions or circumstances are present that are peculiar to the property**.

2. Additionally, staff finds that in accordance with §54-66(a)(2) "Variances" the circumstances or conditions are such that the **strict application of the provisions of this article would deprive the applicants of the reasonable use of the** land or **building,** the granting of the variance is necessary for the reasonable use thereof.

3. Finally, staff finds that the granting of this **variance would not adversely impact the health, safety, welfare, property values or neighborhood character** and is therefore in accord with §54-66 and §54-92 of the Village Code. Staff Finds: That with the slope of the property and size of the right-of-way there is no anticipated visual impacts to be imposed onto vehicular or pedestrian traffic.

As a result of these findings, there is sufficient evidence to recommend that the applicant be granting relief and therefore staff recommends granting approval as requested of a variance in Case #PV-2020-0325 with the conditions attached.

Suggested Motion:

"Based upon the foregoing findings of fact per §54-66 of the Village Code, I move to **GRANT** the requested variance in Case #PV-2020-0325 with the conditions stated in the case report."

Prepared & Submitted by:

Samantha J. Mendez
Community Development Director

# # #

By signing below, the Owner/Applicant agrees to comply with all the conditions adopted by the Planning and Zoning Commission ("the Commission") at its hearing on this application. The Owner/Applicant further agrees that it will make no changes to the plans as presented to the Commission without prior approval from village staff or the Commission. Failure to comply with the application as approved by the Commission may result in Court action or revocation of approval.

_____ _____/_____/_____

Owner/ Applicant

Zoom from Village Hall
313 Cree Meadows Drive
Case Report – Pre-application and Sketch Plat #SUB-2020-0165

Case #SUB 2020-0165– Pre-application and Sketch Plat
Subject Property: Tract B of the Green Meadows Addition
Zoning: R1
Subdivision: Green Meadows Addition

Legal Description: Tract B
Applicants: Glenn Remington
Owner: Glenn Remington
Planning Commission Hearing Date: May 26, 2020 at 2:00 p.m.

Applicable Sections of Village Code:

- Sec. 54-92 Single-Family Residential District
- Article III Subdivisions

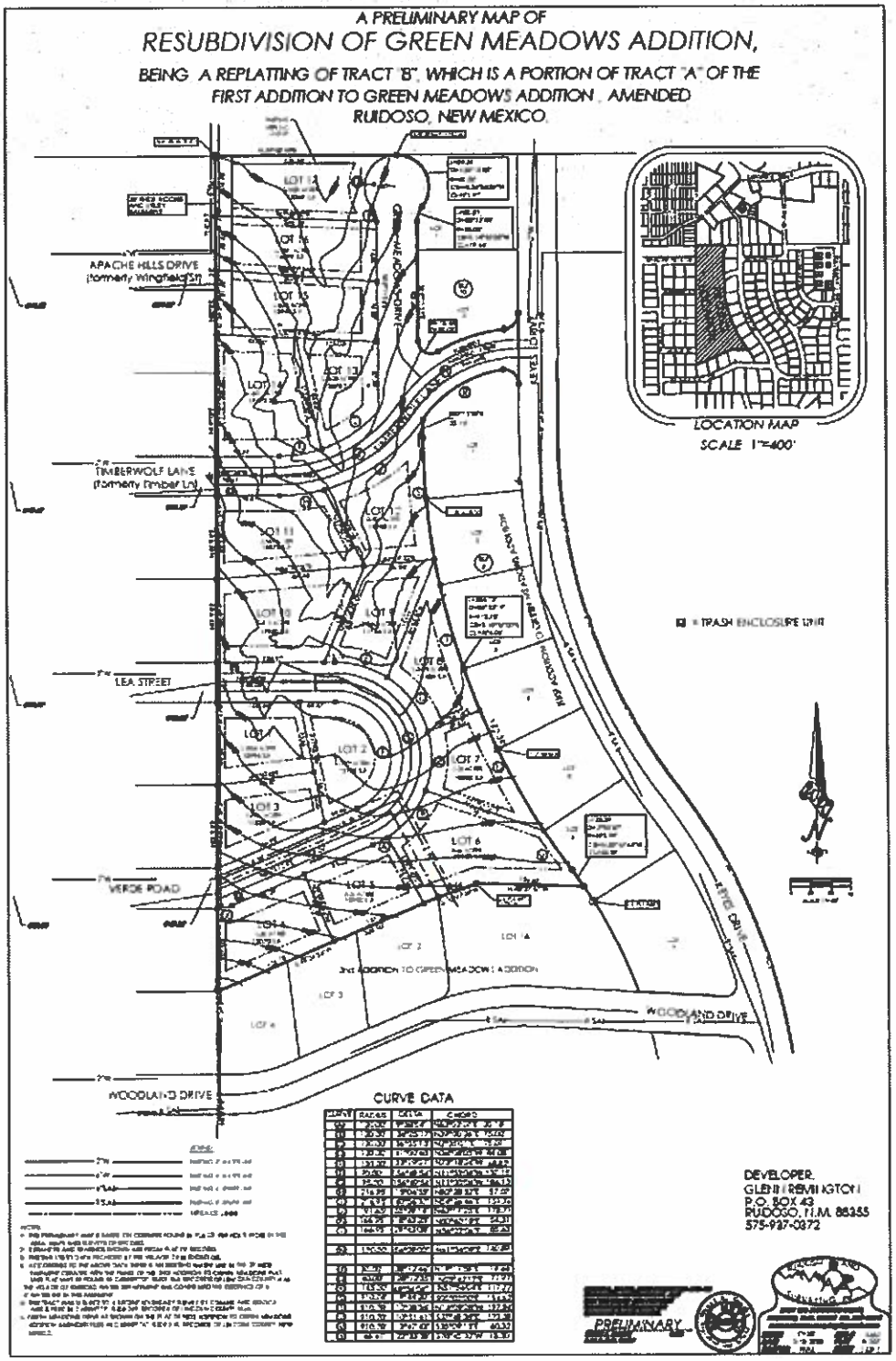
I. SITE DATA

Direction	Zoning	Existing Land Use
North	R-1	Single-Family Residential District
East	R-1	Single-Family Residential District
South	R-1	Single-Family Residential District
West	R-2	Two-Family Residential District

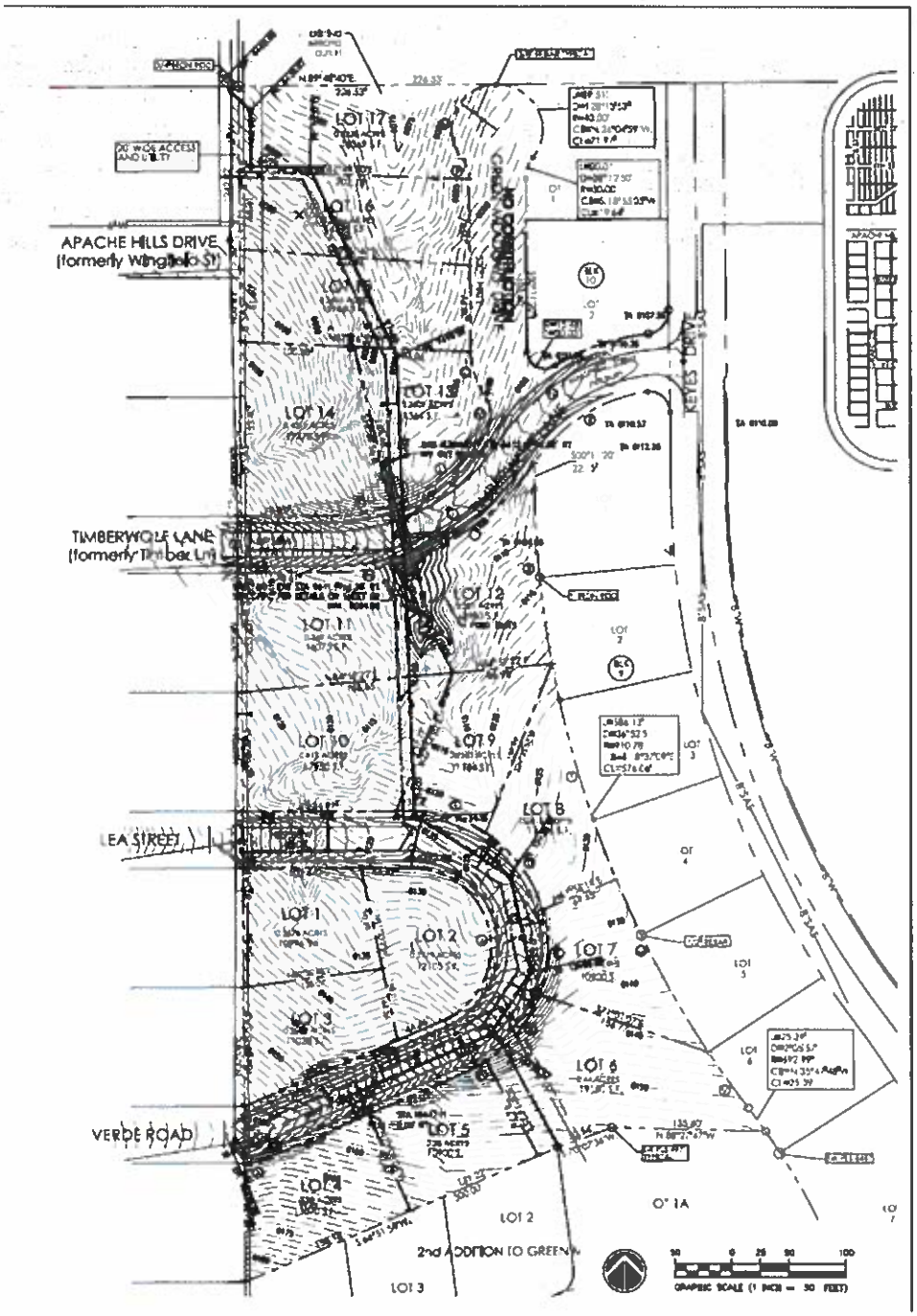
II. REQUEST:

Sketch Plat review of the replat of Tract B of the Green Meadows Addition to develop 17 lots for the use of R-1 Single-Family Residential homes.

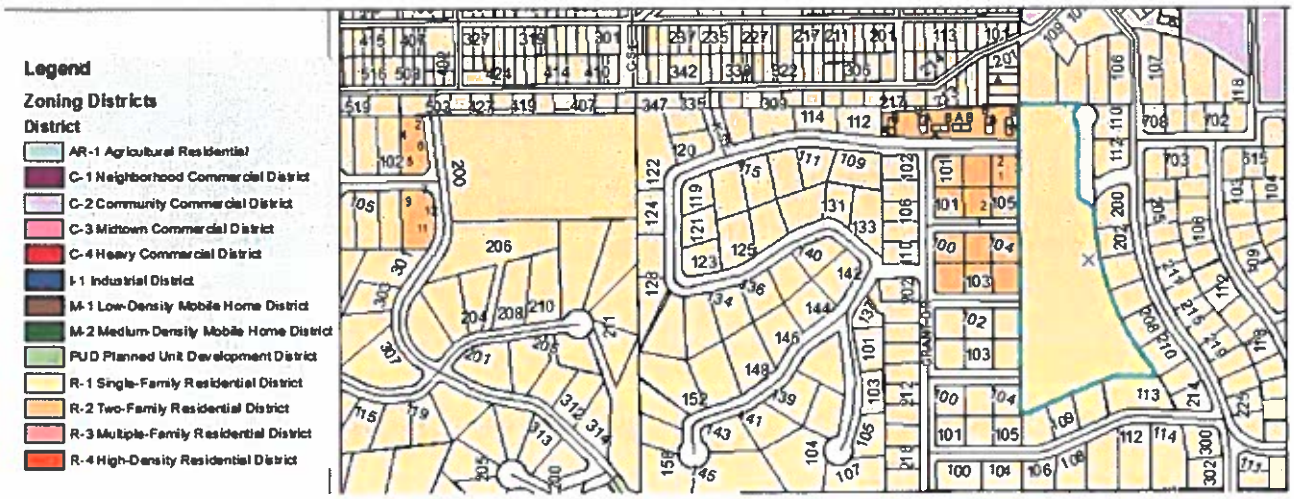
III. Site map provided by applicant.



Contour Map

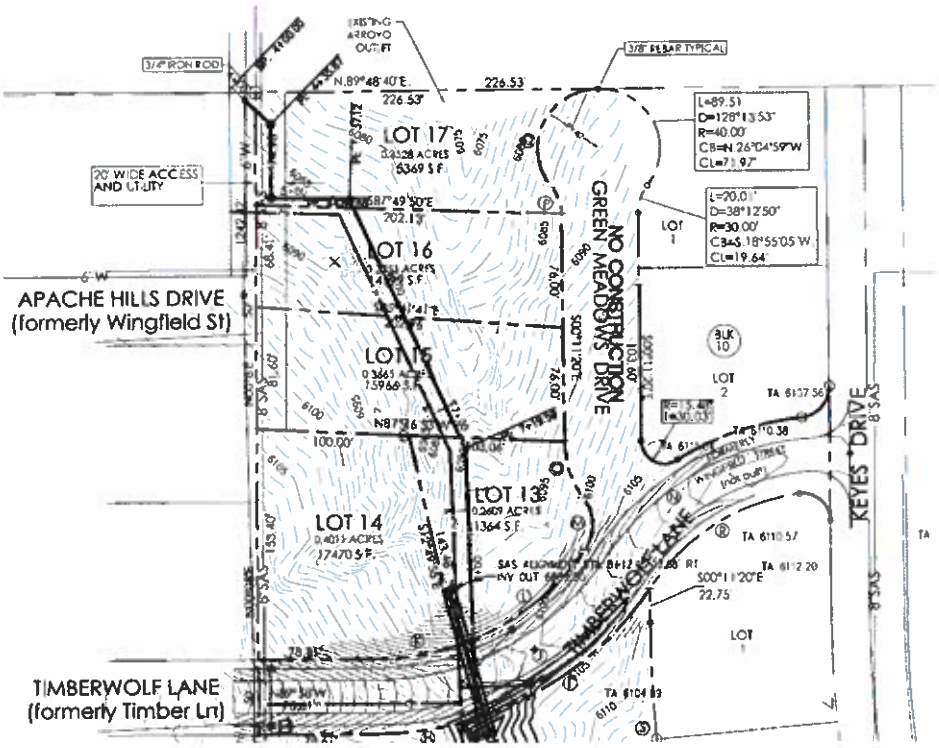

APACHE HILLS DRIVE
(formerly Wingfield St)
TIMBERWOLF LANE
(formerly Timber Ln)
LEA STREET
VERDE ROAD
KEYES DRIVE
LOT 17
LOT 16
LOT 15
LOT 14
LOT 12
LOT 11
LOT 10
LOT 9
LOT 8
LOT 7
LOT 6
LOT 5
LOT 3
LOT 2
LOT 1
LOT 1A
2nd ADDITION TO GREEN
GRAPHIC SCALE (1 INCH = 50 FEET)

IV. Current Zoning Map

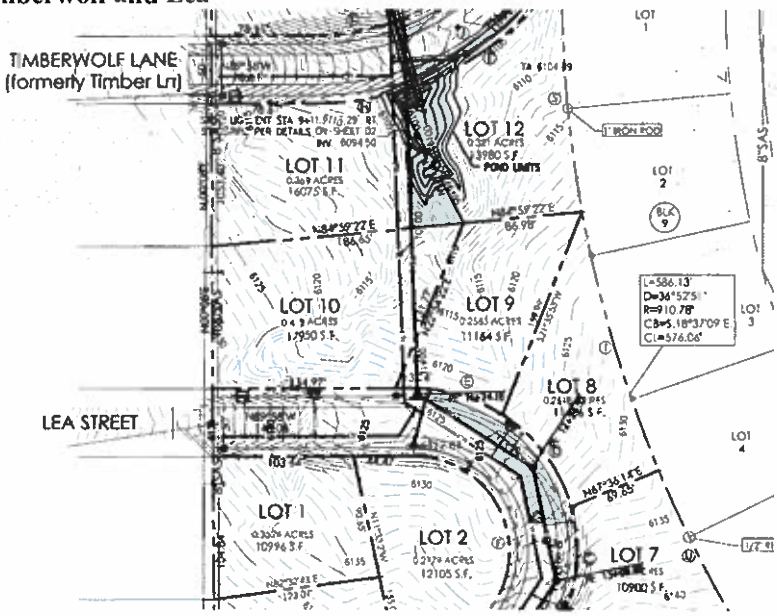


V. Subdivision Detail

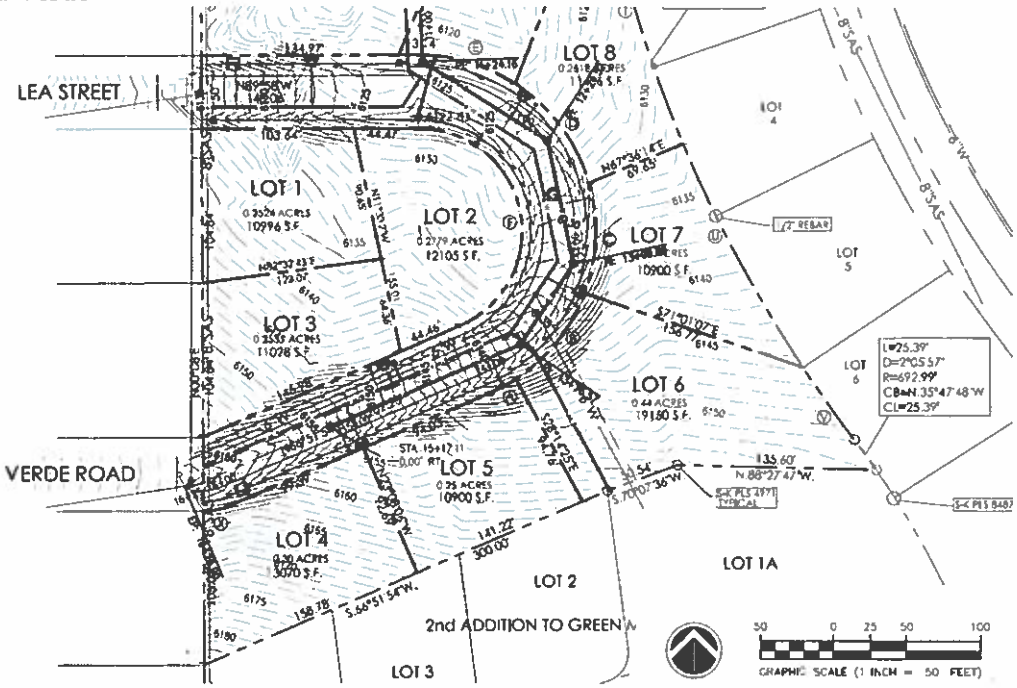
Apache Hills and Timberwolf



Timberwolf and Lea



Lea and Verde



VI. ANALYSIS

Sec. 54-92. - R-1 single-family residential district.

(a) Purpose; maximum density. The purpose of the R-1 single-family residential district is to provide for the development, at a low density, of single-family detached dwellings and directly related complementary uses. The district is intended to be strictly residential in character with a minimum of disturbance due to traffic or overcrowding and shall be developed at a gross residential density of not more than four dwelling units per acre.

(b) Principal permitted uses. Principal permitted uses in the R-1 district are:

(1) Single-family dwellings.

(2) Public parks.

(e) *Development requirements.*

(1) Development requirements for the R-1 district are as follows:

a. Subject to subsection aa. below, minimum lot area: 10,000 square feet. See section 54-66 for lots less than 10,000 square feet.

1. Resubdivision. Resubdivision of previously subdivided or platted land shall be as provided herein. The provisions of this subsection shall apply to any land, regardless of size, identified as a lot, tract or similar term and described by lot or tract number or letter, block number or letter, street address or similar means.

a. Reserved.

b. The planning commission and village council shall consider the size of adjoining lots, the effects of the resubdivision on those adjoining lots, the availability of village utilities and the capacity to provide utility service to the newly created lots, and other pertinent factors in determining the actual sizes of the lots to be allowed. Adjoining lots shall include those lots separated from the subject lots by a street or alley.

c. The provisions herein shall not apply to:

d. Tracts of land described only by metes and bounds;

e. Those cases where all of the land in a previously platted subdivision is owned by a single person and an application for replat of the entire subdivision is submitted pursuant to subsection 54-284(d)(1).

f. Nothing herein shall be construed to prevent the replatting of smaller lots into larger lots or otherwise replatting contiguous or adjacent lots where there is no increase in the number of lots after the replat as otherwise provided by this Code.

b. Minimum lot width: 75 feet.

c. Minimum lot depth: 100 feet.

d. Minimum front setback: 20 feet.

e. Minimum side setback: 10 feet.

f. Minimum corner side setback: 20 feet. Street side(s)

g. Minimum rear setback: 20 feet.

ARTICLE III. - SUBDIVISIONS[6]

Sec. 54-281. - General provisions.

(a) *Policy.*

(1) It is hereby declared to be the policy of the village to consider the subdivision of land and the subsequent development of the subdivided plat as subject to the control of the village pursuant to the village comprehensive master plan and zoning code for the orderly, planned, efficient and economical development of the village.

(2) Land to be subdivided shall be of such character that it can be used safely for building without danger to health or peril from fire, flood or other menace, and land shall not be subdivided until available public facilities and improvements exist and proper provision has been made for drainage, water, sewerage, protection of trees and hillsides, and capital improvements such as schools, parks, recreation facilities, transportation facilities and other public improvements.

(b) *Purpose.* The purpose of this article is that of ensuring sites suitable for building purposes and human habitation, of providing for the harmonious development of the village, of providing adequate open spaces for traffic, recreation, light and air, of providing proper distribution of population, and of creating conditions favorable to the health, safety, morals and general welfare of the citizens.

(c) *Statutory authority; territorial jurisdiction.*

(1) Authorization for the village to adopt subdivision regulations is given in NMSA 1978, § 3-19-6.

(2) Platting jurisdiction for the village encompasses all the territory within the village and all territory within three miles of the village limits as provided in NMSA 1978, § 3-19-5.

(d) *Interpretation; conflicting provisions.*

(1) *Minimum requirements.* In their interpretation and application, the provisions of this article shall be held to be the minimum requirements necessary for the promotion of the public health and general welfare.

(2) *Conflicting provisions.*

a. *Public provisions.* This article is not intended to interfere with, abrogate or annul any other ordinance, rule or regulation, statute or other provision of law except as

noted in this article. Where any provisions of this article impose restrictions different from those imposed by any other ordinance, rule or regulation or other provision of law, whichever provisions are more restrictive or impose higher standards shall control.

b. *Private provisions.* This article is not intended to abrogate any easement, covenant, or other private agreement or restriction, provided that, where the provisions of this article are more restrictive or impose higher standards or regulations than such easement, covenant, or other private agreement or restriction, the requirements of this article shall govern. Where the provisions of the easement, covenant, or private agreement or restriction impose duties and obligations more restrictive than this article, and such private provisions are not inconsistent with this article or determinations thereunder, then such private provisions shall be operative and supplemental to this article and determinations made thereunder.

(e) *Prior penalties, actions, liabilities or rights.* This article shall not be construed as abating any action now pending under or by virtue of prior existing subdivision regulations, or discontinuing, abating, modifying or altering any penalty accruing or about to accrue, or as affecting the liability of any person, or as waiving any right of the village under any section or provision existing at the time of adoption of the ordinance from which this article is derived, or as vacating and annulling any rights obtained by any person by lawful action of the village, except as shall be expressly provided for in this article.

(f) *Amendments.* For the purpose of providing for the public health, safety and general welfare, the council may from time to time amend the provisions imposed by this article.

(Code 1985, § 10-10-1)

Sec. 54-282. - Definitions.

For purposes of this article, unless the context clearly indicates to the contrary, words used in the present tense include the future tense. Words used in the plural number include the singular. The word "herein" means "in." The word "person" includes a corporation, a partnership and an incorporated association of persons such as a club. The term "shall" is always mandatory. The term "building" includes "structure." The term "building" or "structure" includes any part thereof. The term "used" or "occupied," as applied to any land or building, shall be construed to include the words "intended, arranged or designed to be used or occupied." The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Resubdivision means a change in a map of an approved or recorded subdivision plat, if such change affects any street layout on such map or area reserved thereon for public use, or any lot line, or if it affects any map or plan legally recorded prior to the adoption of any regulations controlling subdivisions.

Sketch plat means a sketch preparatory to the preparation of the preliminary plat (or final plat in the case of minor subdivisions) to enable the subdivider to save time and expense in reaching general agreement with the planning commission as to the form of the plat and the objectives of this article.

The division of land pursuant to this definition shall be for the purpose of:

(1) Sale for building purposes;

(2) Laying out a municipality or any part thereof;

(3) Adding to a municipality;

(4) Laying out suburban lots; or

(5) Resubdivision.

State Law reference— Similar provisions, NMSA 1978, § 3-20-1.

Subdivider means any person who, having an interest in land, causes it, directly or indirectly, to be divided into a subdivision; or who, directly or indirectly, sells, leases or develops, or offers to sell, lease or develop, or advertises for sale, lease or development, any interest, lot, parcel, site, unit or plat in a subdivision; or who engages directly or through an agent in the business of selling, leasing, developing or offering for sale, lease or development a subdivision or any interest, lot, parcel, site or plat in a subdivision; and who is directly or indirectly controlled by or under direct or indirect common control with any of the persons mentioned in this definition.

Subdivision agent means any person who represents or acts for or on behalf of a subdivider.

Subdivision plat means the final map or drawings, described in this article, on which the subdivider's plan of subdivision is presented to the planning commission and the council for approval and which, if approved, may be submitted to the county clerk or recorder of deeds for filing.

Temporary improvement means improvements built and maintained by a subdivider during construction of the subdivision and prior to release of the performance bond.

(Code 1985, § 10-10-2)

Cross reference— Definitions generally, § 1-2.

Sec. 54-283. - Platting procedures and requirements.

(a) *Pre-application contact and sketch plat.*

(1) Prior to the submission of a sketch plat as required by this article, the subdivider shall contact the planning administrator and any other administrative personnel or private agencies to determine:

a. Procedures and requirements for filing the sketch plat and preliminary and final plat.

b. Availability of public water and sewer, or requirements when public systems are not readily available.

c. Zoning requirements on the property.

d. Requirements of the duly adopted comprehensive plan for major streets, land use, schools, parks and other public open space.

e. The location and extent of any floodplains.

f. The location of forested areas and steep slopes as defined in article II of this chapter.

(2) As a part of this contact, the subdivider may discuss with the planning department, or any other appropriate agency, its tentative proposals for the development of the property.

(3) The subdivider shall submit, and the planning commission shall review and comment on, a sketch plat prior to the preparation of a preliminary plat. The planning commission shall make such a review and make its comments known to the subdivider in writing within five days from the date of the review. The sketch plat shall contain or show five-foot contours and the requirements of subsections (a)(1)a through f of this section.

(4) The purpose of this pre-application procedure is to determine any problems with the proposed development before expenses are incurred in the preparation of a preliminary plat. No official action is required of the planning commission or other agencies, other than offering appropriate comments on the proposal and indicating suitability for proceeding through the platting process.

Sec. 54-285. - Design standards.

(a) *Generally.*

(1) *Conformance to applicable rules and regulations.* Subdivision design shall conform to the following:

a. The village zoning code (article II of this chapter);

b. The comprehensive master plan of the village, including all streets, drainage systems and parks shown on the comprehensive master plan as adopted;

c. The rules of the state highway department if a subdivision or any lot contained therein abuts a state highway or connecting street; and

d. The design standards and regulations adopted by the council.

(2) *Restrictions imposed by owner.* If the owner places restrictions on any of the land contained in the subdivision greater than those required by the zoning code (article II of this chapter) or this article, such restrictions or reference thereto may be required to be indicated on the subdivision plat, or the planning commission may require that restrictive covenants be recorded with the county recorder of deeds.

(3) *Monuments.* The applicant shall place permanent reference monuments in the subdivision as approved by a registered land surveyor and the village engineer.

(4) *Land unsuitable for development.* Land which the planning commission finds to be unsuitable for subdivision or development because of flooding, improper drainage, steep slopes, rock formations, adverse earth formations or topography, utility easements or other features which will reasonably be harmful to the safety, health and general welfare of the present or future inhabitants of the subdivision and/or its surrounding areas shall not be subdivided or developed unless adequate methods are formulated by the developer and approved by the planning commission, upon recommendation of the village engineer, to solve the problems created by the unsuitable land conditions. Such land shall be set aside for uses that shall not involve such a danger.

(5) *Subdivision name.* The proposed name of the subdivision shall not duplicate, or too closely approximate phonetically, the name of any other subdivision in the area covered by this article. The planning commission shall have final authority to designate the name of the subdivision, which shall be determined at the time of sketch plat approval.

(b) *Lots and lot improvements.*

(1) *Lot arrangement.* The lot arrangement shall be such that there will be no foreseeable difficulties, for reasons of topography or other conditions, in securing building permits to build on all lots in compliance with the zoning code (article II of this chapter) or in providing driveway access to buildings on such lots from an approved street.

(2) *Lot dimensions.* Lot dimensions shall comply with the minimum standards of the zoning code (article II of this chapter). Where lots are more than double the minimum required area for the zoning district, the planning commission may require that such lots be arranged so as to allow further subdivision and the opening of future streets where they would be necessary to serve such potential lots, all in compliance with the zoning code and this article. In general, side lot lines shall be at right angles to street lines, or radial to curving street lines, unless a variation from this rule will give a better street or lot plan. Dimensions of corner lots shall be large enough to allow for erection of buildings, observing the minimum setback from both streets. Depth and width of properties reserved or laid out for business, commercial or industrial purposes shall be adequate to provide for the off-street parking and loading facilities required for the type of use and development contemplated, as established in the zoning code.

(3) *Double frontage and reserved lots; access from arterial streets.*

a. *Double frontage and reserved lots.* Double frontage and reserved lots shall be avoided except where necessary to provide separation of residential development from traffic arterials or to overcome specific disadvantages of topography and orientation.

b. *Access from arterial streets.* Lots shall not, in general, derive access exclusively from an arterial street. Where driveway access from an arterial street may be necessary for several adjoining lots, the planning commission may require that such lots be served by a combined access drive in order to limit possible traffic hazards on such streets. Where possible, driveways should be designed and arranged so as to avoid requiring vehicles to back into traffic on arterial streets.

(4) *Grading and drainage.*

a. *Final grading.* No certificate of occupancy shall be issued until final grading has been completed in accordance with the approved final subdivision plat.

b. *Lot drainage.* Lots shall be laid out so as to provide positive drainage away from all buildings, and individual lot drainage shall be coordinated with the general storm drainage pattern for the area. Drainage shall be designed so as to avoid concentration of storm drainage water from each lot onto adjacent lots.

(5) *Removal of debris and waste.* No cut trees, debris, rubbish or other waste materials of any kind shall be buried in any land, or left or deposited on any lot or street at the time of the issuance of a certificate of occupancy.

(6) *Fencing.* Each subdivider and/or developer shall be required to furnish and install fences wherever the council determines that a hazardous condition may exist. The fences shall be constructed according to standards established by the zoning code (article II of this chapter) and shall be noted as to height and material on the final plat. No certificate of occupancy shall be issued until the fence improvements have been duly installed.

(7) *Performance bond.*

a. The performance bond shall include an amount to guarantee completion of all requirements contained in subsection (b) of this section, including but not limited to soil preservation, final grading, lot drainage, removal of debris and waste, fencing and all other lot improvements required by the council.

b. Whether or not a certificate of occupancy has been issued, at the expiration of the performance bond, the village may enforce the provisions of the bond where the provisions of this section or any other applicable law, ordinance or regulation have not been satisfied.

(c) *Roads.*

(1) *General requirements.*

a. *Frontage on improved street required.* No subdivision shall be approved unless the area to be subdivided shall have frontage on and access from an existing street indicated in the comprehensive plan or unless such street is:

1. An existing state, county or township highway; or

2. A street shown upon a plat approved by the council and recorded in the county clerk's office.

Such street or highway must be suitably improved as required by the highway rules, regulations, specifications or orders, or be secured by a performance bond as required under this article, with the width and right-of-way required by this article or the comprehensive plan. Wherever the area to be subdivided is to utilize existing road frontage, such road shall be suitably improved as provided in this subsection.

b. *Grading and improvement plan.* Roads shall be graded and improved and conform to the village construction standards and specifications and shall be approved as to

design and specifications by the village engineer, in accordance with the construction plans required to be submitted prior to final plat approval.

c. *Topography and arrangement.*

1. Roads shall be related appropriately to the topography. Local roads shall be curved wherever possible to avoid conformity of lot appearance. All streets shall be arranged so as to obtain as many as possible of the building sites at or above the grades of the streets. Grades of streets shall conform as closely as possible to the original topography. A combination of steep grades and curves shall be avoided. Specific standards are contained in the design standards of this article.

2. All streets shall be properly integrated with the existing and proposed system of thoroughfares and dedicated rights-of-way as established in the comprehensive plan.

3. Local streets shall be laid out to conform as much as possible to the topography, to discourage use by through traffic, to permit efficient drainage and utility systems, to require the minimum number of streets necessary to provide convenient and safe access to property, and to maximize the preservation of trees and vegetation.

4. Proposed streets shall be extended to the boundary lines of the tract to be subdivided, unless prevented by topography or other physical conditions, or unless, in the opinion of the council, such extension is not necessary or desirable for the coordination of the layout of the subdivision with the existing layout or the most advantageous future development of adjacent tracts.

d. *Blocks.*

1. Blocks shall have sufficient width to provide for two tiers of lots of appropriate depths. Exceptions to this prescribed block width shall be permitted in blocks adjacent to major streets, railroads, waterways, parks, or areas that will remain undeveloped such as steep slopes or forested areas.

2. The lengths, width and shapes of blocks shall be such as are appropriate for the locality and the type of development contemplated, but block lengths in residential areas shall not exceed 600 feet or 12 times the minimum lot width required in the zoning district.

3. In long blocks the council may require the reservation of an easement through the block to accommodate utilities, drainage facilities, emergency access or pedestrian traffic.

e. *Limitation of access to arterial streets.* Where a subdivision borders on or contains an existing or proposed arterial street, the council may require that access to such street be limited by one of the following means:

1. The subdivision of lots so that the lots back onto the arterial street and front onto a parallel local street. No direct access shall be provided from the arterial street.

2. A series of cul-de-sac, U-shaped streets or short loops entered from and designed generally at right angles to such a parallel street, with the rear lines of their terminal lots backing onto the arterial street.

3. A marginal access or service road, separated from the arterial street by a planting or grass strip and having access thereto at suitable points.

f. *Street names.* Street names shall be sufficiently different in sound and in spelling from other street names in the village so as not to cause confusion. A street which exists or is planned as a continuation of an existing street shall bear the same name.

g. *Street signs.* The applicant shall deposit with the village, at the time of final subdivision approval, an amount equal to the cost of each street sign required by the village engineer at all road intersections. The village shall install all street signs before issuance of an occupancy permit for any residence on the streets approved. Street name signs are to be placed at all intersections within or abutting the subdivision. The type and location of signs are to be approved by the village engineer.

h. *Streetlights.* Installation of streetlights shall be required in accordance with design and specification standards approved by the village engineer.

i. *Continuation of streets between adjacent properties; dead-end streets.*

1. *Continuation of streets; temporary dead-end streets.* The arrangement of streets shall provide for the continuation of principal streets between adjacent properties when such continuation is necessary for convenient movement of traffic, effective fire protection or efficient provision of utilities, and where such continuation is in accordance with the village comprehensive plan. If the adjacent property is undeveloped and the street must be a dead-end street temporarily, the right-of-way shall be extended to the property line. A temporary T- or L-shaped turnabout shall be provided on all temporary dead-end streets, with the notation on the subdivision plat that land outside the normal street right-of-way shall revert to abutters whenever the street is continued. The council may limit the length of temporary dead-end streets in accordance with the design standards of this article.

2. *Permanent dead-end streets.* Where a street does not extend to the boundary of the subdivision and its continuation is not required by the council for access to adjoining property, its terminus shall normally not be nearer to such boundary than 50 feet. However, the council may require the reservation of an appropriate easement to accommodate drainage facilities, pedestrian traffic or utilities. A cul-de-sac shall be provided at the end of a permanent dead-end street in accordance with construction standards and specifications. For greater convenience to traffic and more effective police and fire protection, permanent dead-end streets shall, in general, be limited in length in accordance with the design standards of this article.

(2) *Design standards.*

a. *Dimensions.* In order to provide for streets of suitable location, width and improvement to accommodate prospective traffic and afford satisfactory access to

police, fire protection, sanitation and street maintenance equipment, and to coordinate streets so as to compose a convenient system and avoid undue hardships to adjoining properties, table 1 sets forth design standards for streets.

TABLE 1. DESIGN STANDARDS FOR STREETS

Improvement		Dimensions
Minimum width of right-of-way:		
	Local	50′
	Collector	60′
	Minor arterial	80′
	Principal	100′
Minimum pavement width (defined as face of curb to face of curb):		
	Local	34′
	Collector	44′
	Minor arterial	68′
	Principal	68′
Minimum radius of curve:		
	Local	273′
	Collector	273′
	Minor arterial	508′
	Principal	833′
Minimum centerline degree of circular curve:		
	Local	21.0°
	Collector	21.0°

	Minor arterial	11.3°
	Principal	6.9°
Minimum length of tangents between reverse curves:		
	Local	150′
	Collector	150′
	Minor arterial	250′
	Principal	350′
Minimum sight distance:		
	Local	200′
	Collector	240′
	Minor arterial	275′
	Principal	300′
Minimum turnaround (local streets only):		
	Right-of-way diameter	100′
	Pavement	80′
Maximum length of cul-de-sac:		
	Permanent	600′
	Temporary	100′

b. *Street surfacing and improvements.* After sewer and water utilities have been installed by the developer, the applicant shall construct curbs and gutters and shall surface or cause to be surfaced roadways to the widths prescribed in this article. The surfacing shall be of such character as is suitable for the expected traffic and in harmony with similar improvements in the surrounding areas. Types of pavement

shall be as determined by the village engineer. Adequate provision shall be made for culverts, drains and bridges.

c. *Railroads and limited access highways.* (At this point in time there are no railroads in the village, but there have been numerous discussions on the possibility of a recreational railroad.) Railroad rights-of-way and limited access highways, where so located as to affect the subdivision of adjoining lands, shall be treated as follows:

1. In residential districts, a buffer strip at least 25 feet in depth in addition to the normal depth of the lot required in the district shall be provided adjacent to the railroad right-of-way or limited access highway. This strip shall be part of the platted lots and shall be designated on the plat as follows: "This strip is reserved for screening. The placement of structures, except for street signs and lighting, hereon, is prohibited."

2. In districts zoned for business, commercial or industrial uses, the nearest street extending parallel or approximately parallel to the railroad shall, wherever practicable, be at a sufficient distance therefrom to ensure suitable depth for commercial or industrial sites.

3. Streets parallel to the railroad, when intersecting a street which crosses the railroad at grade, shall, to the extent practicable, be a distance of at least 150 feet from the railroad right-of-way. Such distance shall be determined with due consideration of the minimum distance required for future separation of grades by means of appropriate approach gradients.

d. *Intersections.*

1. Streets shall be laid out so as to intersect as nearly as possible at right angles. A proposed intersection of two new streets at an angle of less than 75 degrees shall not be acceptable. An oblique street should be curved approaching an intersection and should be approximately at right angles for at least 100 feet therefrom. Not more than two streets shall intersect at any one point unless specifically approved by the planning commission.

2. A proposed new intersection along one side of an existing street shall, wherever practicable, coincide with any existing intersection on the opposite side of such street. Street jogs with centerline offsets of less than 150 feet shall not be permitted, except where the intersected street has separated dual drives without median breaks at either intersection. Where streets intersect major streets, their alignment shall be continuous. Intersections of major streets shall be at least 800 feet apart.

3. The minimum curb radius at the intersection of two local streets shall be 20 feet, and the minimum curb radius at an intersection involving a collector street shall be 25 feet. Alley intersections and abrupt changes in alignment within a block shall have the corners cut off in accordance with standard engineering practice to permit safe vehicular movement.

4. Where any street intersection will involve earth banks or existing vegetation inside any lot corner that would create a traffic hazard by limiting visibility, the developer shall cut such ground and/or vegetation (including trees) in

connection with the grading of the public right-of-way to the extent deemed necessary to provide an adequate sight distance.

5. The cross-slopes on all streets, including intersections, shall be three percent or less.

e. *Bridges.* Bridges of primary benefit to the applicant, as determined by the council, shall be constructed at the full expense of the applicant without reimbursement from the village. The sharing of expenses for the construction of bridges not of primary benefit to the applicant as determined by the council will be fixed by special agreement between the council and the applicant. The cost shall be charged to the applicant pro rata as the percentage of his land develops and is so served.

(3) *Street dedications and reservations.*

a. *New perimeter streets.* Street systems in new subdivisions shall be laid out so as to eliminate or avoid new perimeter half streets. Where an existing half street is adjacent to a new subdivision, the other half of the street shall be improved and dedicated by the subdivider. The council may authorize a new perimeter street where the subdivider improves and dedicates the entire required street right-of-way width within his own subdivision boundaries.

b. *Widening and realignment of existing streets.* Where a subdivision borders an existing narrow street or when the comprehensive plan or zoning regulations indicate plans for realignment or widening a street that would require the use of some of the land in the subdivision, the applicant shall be required to improve and dedicate, at his expense, such areas for widening or realignment of such streets. Such streets shall be improved and dedicated by the applicant, at his own expense, to the full width as required by this article. Land reserved for any road purposes may not be counted in satisfying yard requirements of the zoning code (article II of this chapter), whether the land is to be dedicated to the village in fee simple or as an easement.

(d) *Drainage and storm sewers.*

(1) *General requirements.* The planning commission shall not recommend for approval any plat of a subdivision which does not make adequate provision for stormwater or floodwater runoff channels or basins. The stormwater drainage system shall be separate and independent of any sanitary sewer system. Storm drainage shall be accommodated in the streets and gutters unless otherwise indicated by the village engineer. Where storm sewers are required, the cost shall be borne by the developer for storm sewers to a size of eight inches. If over eight inches in size and determined to be for benefit outside of the subdivision, the costs may be shared, as determined by the council.

a. *Accommodation of upstream drainage areas.* A culvert, gutter or other drainage facility shall in each case be large enough to accommodate potential runoff from its entire upstream drainage area, whether inside or outside the subdivision. The village engineer shall determine the necessary size of the facility, based on the provisions of the construction standards and specifications, assuming conditions of maximum potential watershed development permitted by the zoning code (article II of this chapter).

b. *Effect on downstream drainage areas.* The village engineer shall also study the effect of each subdivision on existing downstream drainage facilities outside the area of the subdivision. Local government drainage studies, together with such other studies as shall be appropriate, shall serve as a guide to needed improvement. Where it is anticipated that the additional runoff incident to the development of the subdivision will overload an existing downstream drainage facility, the council may withhold approval of the subdivision until provision has been made for the improvement of the potential condition in such sum as the council shall determine. No subdivision shall be approved unless adequate drainage will be provided to an adequate drainage watercourse or facility.

c. *Areas of poor drainage.* Whenever a plat is submitted for an area which is subject to flooding, the council may approve such subdivision provided that the applicant fills the affected area of the subdivision to an elevation sufficient to place the elevation of streets and lots at a minimum of 12 inches above the elevation of the maximum probable flood, as determined by the village engineer. The plat of such subdivision shall provide for an overflow zone along the bank of any stream or watercourse, of a width which shall be sufficient in times of high water to contain or move the water, and no fill shall be placed in the overflow zone, nor shall any structure be erected or placed therein. The boundaries of the overflow zone shall be subject to approval by the village engineer.

d. *Floodplain areas.* The council may, when it deems it necessary for the health, safety or welfare of the present and future population of the area and necessary to the conservation of water, drainage and sanitary facilities, prohibit the subdivision of any portion of the property which lies within the 100-year floodplain of any stream. These floodplain areas shall be preserved from any and all destruction or damage resulting from clearing, grading or dumping of earth, waste material or stumps, except at the discretion of the council.

(2) *Drainage easements.*

a. *Required.* Where a subdivision is traversed by a watercourse, drainageway, channel or stream, a stormwater easement or drainage right-of-way shall be provided conforming substantially to the lines of such watercourse, and of such width and construction, or both, as will be adequate for the purpose. Wherever possible, it is desirable that the drainage be maintained by an open channel with landscaped banks and adequate width for maximum potential volume of flow.

b. *Extent; dedication; preservation of drainageways.*

1. Where topography or other conditions are such as to make impractical the inclusion of drainage facilities within road rights-of-way, perpetual unobstructed easements of at least 15 feet in width for such drainage facilities shall be provided across property outside the road lines and with satisfactory access to the road. Easements shall be indicated on the plat. Drainage easements shall be carried from the road to a natural watercourse or to other drainage facilities.

2. When a proposed drainage system will carry water across private land outside the subdivision, appropriate drainage rights must be secured and indicated on the plat.

3. The applicant shall dedicate, either in fee simple or by drainage or conservation easement, land on both sides of existing watercourses, to a distance to be determined by the council.

4. Low-lying lands along watercourses subject to flooding or overflowing during storm periods, whether or not included in areas for dedication, shall be preserved and retained in their natural state as drainageways. Such land subject to periodic flooding shall not be computed in determining the numbers of lots to be utilized for average density procedures, or for computing the area requirement of any lot.

(e) *Water facilities.*

(1) *General requirements.*

a. When necessary, action shall be taken by the applicant to extend or create a water supply district for the purpose of providing a water supply system capable of providing domestic water use and fire protection.

b. Where a public water main is accessible, the subdivider shall install adequate water facilities, including fire hydrants, subject to the specifications of the village engineer. All water mains shall be at least six inches in diameter.

c. Water main extensions shall be approved by the village engineer.

d. To facilitate these requirements, the location of all fire hydrants, all water supply improvements, and the boundary lines of proposed districts, indicating all improvements proposed to be served, shall be shown on the preliminary plat, and the cost of installing such improvements shall be included in the performance bond to be furnished by the developer.

(2) *Fire hydrants.* Fire hydrants shall be required for all subdivisions. Fire hydrants shall be located no more than 400 feet apart and shall be located within 300 feet of any structure, and shall be approved by the village fire chief. To eliminate future street openings, all underground utilities for fire hydrants, together with the fire hydrants themselves, and all other supply improvements shall be installed before any final paving of a street shown on the subdivision plat.

(3) *Community or individual water systems; water availability plan.* Where a public water system is not available, and the planning commission determines that the public system cannot be reasonably extended, a water availability plan shall be submitted for approval by the planning commission as provided in this subsection. Water quality and the water system location shall be approved by the environmental improvement division of the state.

a. *Compliance with New Mexico Water Law.* Under NMSA 1978, § 72-12-1, it is the state engineer's policy to grant a domestic permit only to the person who, in good faith, intends to use the water for household or other domestic purpose. The permit is limited to a diversion of three acre-feet per annum, which may be used to irrigate

not more than one acre of noncommercial trees, lawn or garden, and for household or other domestic use. If more than one household use per well is proposed, then no more than one acre of noncommercial trees, lawn or garden may be irrigated from the well and the total withdrawal from the well shall be metered and limited to three acre-feet per year for all uses. If two or more wells obtained under provisions of NMSA 1978, § 72-12-1 are tied into the same distribution system, the total withdrawals shall be limited to three acre-feet per annum. If the total withdrawal is to exceed three acre-feet per annum from any well or group of wells that supply a common system, it will be necessary for the subdivider or users to obtain water rights.

b. *Water availability plan; documentation of water availability.* Any person seeking approval of a subdivision plat must submit a water availability plan for either a community water system or individual wells.

1. The subdivider shall provide information showing the fire flow the proposed water supply system can deliver throughout the subdivision in gallons per minute and the time duration such flow can be maintained.

2. The subdivider shall provide the following documentation, where applicable:

i. If the subdivider proposes that a utility certified by the state public service commission provide water, the subdivider shall provide documentation that the subdivision is located within the service area of the utility or that the utility is ready, willing and able to provide water to the subdivision.

ii. If the subdivider proposes that a municipality, private utility company or any other private party provide water, the subdivider shall provide documentation that the municipality, company or party is ready, willing and able to provide water to the subdivision. The documentation shall contain a statement from the municipality, company or party indicating the quantity of water available to the subdivider and any conditions or limitations pertaining to the use of water.

c. *Standards for community water systems.*

1. The subdivider shall provide water from existing or proposed water supply systems for domestic use, fire protection and any other use that the subdivider proposes.

2. The subdivider shall provide for the completion of the proposed water supply systems in accordance with applicable minimum design standards of the state environmental improvement division, and as approved by the village.

3. The provisions for fire flow shall be in accordance with the guidelines of the insurance services office and good engineering practice.

4. The subdivider shall ensure the availability of sufficient potable water for the fully developed subdivision.

d. *Submittal requirements for community water systems.* The following shall be prepared by or under the supervision of a registered professional engineer and shall be adequate for the purpose of subsection (e)(3)c of this section:

1. Plans and specifications for diversion, storage and distribution facilities, and a time schedule for their completion.

2. Information showing the volume and peak rate of production of water required in each month to supply each use at full development of the subdivision.

3. A geohydrologic report, if part or all of the supply is to be obtained from groundwater sources, containing the following information:

   i. Geologic maps, cross sections and descriptions of the aquifer systems proposed for production, including information concerning the hydrogeologic boundaries, intake areas and locations of discharge of those aquifers.

   ii. Maps and cross sections showing the depth to water, water level contours, direction of groundwater movement and the estimated thickness of saturation in the aquifers.

   iii. Probable yields of the proposed wells, in gallons per minute and acre-feet per year, and probable length of time that the aquifer system will produce water at rates sufficient to meet the demands under full development of the subdivision. This information shall be based on pump test analysis, hydrogeologic boundaries, aquifer leakage and historic water level changes, logs and yields of existing wells and, when the planning commission deems necessary, test wells and aquifer performance tests. This information will give consideration to mutual interference of the proposed wells, and the interference of existing wells.

   iv. A 40-year schedule of the effects of the projected water withdrawals for the subdivision on water levels and natural discharge.

   v. A water quality analysis, which shall conform to state standards of the environmental improvement division.

4. A hydrologic report, if part or all of the supply is to be obtained from surface water sources, containing the following information:

   i. Source of water supply.

   ii. Drainage area above the point of diversion.

   iii. Analysis of relevant historical runoff records.

   iv. Projected water supply available for the subdivision requirements.

e. *Individual water systems.*

1. Domestic water supply may be provided by the subdivider or by the purchaser or lessee of each parcel at his own expense.

2. If the water supply is to be provided by the subdivider, the regulations of subsections (e)(3)b and d of this section shall apply.

3. If the water supply is provided by the owner or lessee of each parcel, the regulations of subsections (e)(3) d.3 and 4 of this section shall apply.

f. *Potable water supply required; approval by state.* Where a public water system is not available and the planning commission determines that the public water system cannot be reasonably extended to any lot, group of lots or subdivision, the subdivider or developer shall install a community or individual water supply system capable of providing safe potable water for domestic use. System design and water quality shall be approved by the environmental improvement division of the state.

(f) *Sewage facilities.*

(1) *Required.* The applicant shall install sanitary sewer facilities in a manner prescribed by the construction standards and specifications. All plans shall be designed in accordance with the rules, regulations and standards of the village engineer.

(2) *General standards.* Sanitary sewage facilities shall connect with the public sanitary sewage system unless such connection is not available. Sewers shall be installed to serve each lot and to grades and sizes required by approving officials and agencies. Sanitary sewage facilities, including the installation of laterals in the right-of-way, shall be subject to the specifications, rules, regulations and guidelines of the village engineer.

(3) *Private sewage systems.*

a. Where public sanitary sewage systems are not reasonably accessible, but will become available within a reasonable time, not to exceed 20 years, the village may allow one of the following alternatives:

1. A central sewage system, with the maintenance cost to be assessed against each property benefited. Where plans for future public sanitary sewage systems exist, the applicant shall install the sewer lines, laterals and mains to be in permanent conformance with such plans and ready for connection to such public sewer mains; or

2. Individual disposal systems, provided the applicant shall install sanitary sewer lines, laterals and mains from the street curb to a point in the subdivision boundary where a future connection with the public sewer main shall be made. Sewer lines shall be available in the home to connect from the individual disposal system to the sewer system when the public sewers become available. Such sewer systems shall be capped until ready for use and shall conform to all plans for installation of the public sewer system, where such exists, and shall be ready for connection to such public sewer main.

b. Where sanitary sewer systems are not reasonably accessible and will not become available for a period in excess of 20 years, the village may allow the installation of sewage systems as follows:

1. Medium-density residential district: A central sewage system only shall be used. No individual disposal system will be permitted. Where plans exist for a public sewage system to be built, for a period in excess of 15 years, the applicant shall install all sewer lines, laterals and mains to be in permanent conformance with such plans and ready for connection to such public sewer main.

2. Low-density residential district (less than one dwelling unit per acre): Individual disposal systems or central sewage systems shall be used.

(4) *Connection to public system.* If a public sanitary sewer is accessible and a sanitary sewer is placed in a street or alley abutting upon property, the owner thereof shall be required to connect to the sewer for the purpose of disposing of waste, and it shall be unlawful for any such owner or occupant to maintain upon any such property an individual sewage disposal system.

(5) *Use of individual sewage disposal systems.* If public sewer facilities are not available and individual disposal systems are proposed, minimum lot areas shall conform to the requirements of the zoning code (article II of this chapter) and percolation tests and test holes shall be made as directed by the village engineer and the results submitted to the village engineer. The individual disposal system, including the size of septic tanks and size of the tile fields or other secondary treatment devices, shall also be approved by the village engineer.

(6) *Design criteria for sanitary sewers.*

a. *Deviations from standards.* These design criteria are not intended to cover extraordinary situations. Deviations will be allowed and may be required in those instances where considered justified by the village engineer.

b. *Design factors.* Sanitary sewage systems should be designed for the ultimate tributary population. Consideration should be given to current zoning regulations and approved planning and zoning reports where applicable. Sewer capacities should be adequate to handle the anticipated maximum hourly quantity of sewage and industrial waste, together with an adequate allowance for infiltration and other extraneous flow. The unit design flows presented in this subsection should be adequate in each case for the particular type of development indicated. Sewers shall be designed for the total tributary area using the following criteria:

	cfs/acre*
One- and two-family dwellings	0.02
Apartments, townhouses and condominiums:	
One- and two-story	0.02
Three- through six-story	0.03
Commercial: Small stores, offices and miscellaneous businesses	0.02
Shopping centers	0.02
High-rise and industrial buildings	As directed by the village engineer

*Cubic feet per second per acre.

These design factors shall apply to watersheds of 300 acres or less. Design factors for watersheds larger than 300 acres and smaller than 1,000 acres shall be computed on the basis of a linear decrease from the applicable design factor for an area of 300 acres to a design factor of 0.01 cfs/acre for an area of 1,000 acres, unless otherwise directed by the village engineer. Design factors for watersheds larger than 1,000 acres shall be 0.01 cfs/acre unless otherwise directed by the village engineer.

c. *Maximum size.* The diameter of sewers proposed shall not exceed the diameter of the existing or proposed outlet, whichever is applicable, unless otherwise approved by the village engineer.

d. *Minimum size.* No public sewer line shall be less than eight inches in diameter.

e. *Minimum slope.* All sewers shall be designed to give mean velocities, when flowing full, of not less than 2.7 feet per second. All velocity and flow calculations shall be based on the Manning Formula using an "N" value of 0.013. The design slopes shall be evenly divisible by four. The slopes shall be a minimum for the size indicated. Exceptions to these minimum slopes shall be made at the upper end of lateral sewers serving less than 30 houses. The sewers shall have a minimum slope of 0.76 percent. Where lateral sewers serve less than ten houses, the minimum slope shall be not less than one percent. The following table lists minimum slopes for various sewer sizes:

TABLE 2. MINIMUM SLOPES
BY SEWER SIZE

Sewer Size (inches)	Minimum Slope (feet per 100 feet)
8	0.60
10	0.44
12	0.36
15	0.28
18	0.24

21	0.20
24	0.16

f. *Alignment.* All sewers shall be laid with straight alignment between manholes, unless otherwise directed or approved by the village engineer.

g. *Manhole location.* The difference in elevation between any incoming sewer and the manhole invert shall not exceed 12 inches, except where required to match crowns. The use of drop manholes will require approval by the village engineer. The minimum inside diameter of the manholes shall conform to those specified by the village engineer. Inside drop manholes will require special consideration; however, in no case shall the minimum clear distance be less than that indicated in this subsection. When a smaller sewer joins a larger one, the crown of the smaller sewer shall not be lower than that of the larger one. The minimum drop through manholes shall be 0.2 feet.

h. *Sewer locations.* Sanitary sewers shall be located within streets or alley rights-of-way unless topography dictates otherwise. When located in easements on private property, access shall be provided to all manholes. A manhole shall be provided at each street or alley crossing. End lines shall be extended to provide access from street or alley rights-of-way where possible. Imposed loading shall be considered in all locations. Not less than six feet of cover shall be provided over the top of the pipe in street and alley rights-of-way, or three feet in all other areas.

i. *Cleanouts and lampholes.* Cleanouts and lampholes will not be permitted, except as permitted by the village engineer.

j. *Water supply interconnections.* There shall be no physical connection between a public or private potable water supply system and sewer which will permit the passage of any sewage or polluted water into the potable supply. Sewers shall be kept removed from water supply wells or other water supply sources and structures.

k. *Relationship of sewers to water mains.* A minimum horizontal distance of ten feet shall be maintained between parallel water and sewer lines. At points where sewers cross water mains, the sewer shall be constructed of cast iron pipe or encased in concrete for a distance of ten feet in each direction from the crossing, measured perpendicular to the water line. This will not be required when the water main is at least two feet above the sewer line.

(7) *Liquid waste management plan; community and individual liquid waste systems.* Where a public sewer system is not available, and the planning commission determines that the public system cannot be reasonably extended, a liquid waste management plan approved by the environmental division of the state health and environment department shall be submitted for approval of the planning commission.

a. *Plan required.* Any person seeking approval of a subdivision plot must submit a liquid waste management plan to the planning commission for either a community or individual liquid waste (sewer) system.

b. *Standards for community systems.* Requirements for community liquid waste systems are as follows:

1. Design and complete construction of the community system, by the time required in the approved plan, in compliance with all applicable water quality control regulations in effect at the time of final plat approval.

2. Connection to the community system for the occupants within the subdivision in accordance with the requirements of the approved plan.

3. Provisions for the operation, maintenance and expansion of the community system to meet the growth in population of the subdivision in a manner consistent with the approved plan and consistent with all applicable water quality control regulations in effect at the time of final plat approval.

c. *Required submittals for community systems.* Information requirements for community liquid waste systems are as follows:

1. A legal description of the location of all construction, easements and rights-of-way necessary for the installation of the community liquid waste treatment system.

2. Plans and specifications, prepared by a professional engineer registered in the state, for the construction of the system.

3. The time when the community system is to be completed.

4. If the proposal is to connect to an existing community liquid waste system, plans and specifications for the liquid waste collection system within the subdivision and the connecting system, and a description of the existing system.

5. The projected population of the subdivision, based upon four persons per household.

6. A subdivision improvements agreement which guarantees:

i. The construction and operation of any liquid waste treatment system required as shown in the final plat documents and plans.

ii. Collateral in the form of a performance bond or other means to adequately ensure the complete construction and operation of the system in accordance with design and time specifications.

iii. Certification of the operator of the system.

iv. Involvement, as prescribed in the final plat documents, of a homeowners' association or community association.

d. *Standards for individual systems.* Individual liquid waste disposal systems and privies may not be approved by the planning commission for use within a subdivision unless the following standards are met:

1. Such systems shall be located so as not to potentially contaminate or pollute any drinking water supply, watercourse or body of water.
2. Such systems shall be located so as not to potentially degrade any recreational resources.
3. Such systems shall not create a nuisance.
4. Such systems shall not be located in areas where there is evidence that similar individual systems have caused significant groundwater contamination or high nutrient levels in any body of water.
5. Such systems shall not be located in areas where there is evidence that they will cause hazards to health or to the environment.
6. The distance between a well and an absorption field or a tank used as part of an individual liquid waste disposal system must be no less than 100 feet.
7. The distance between a well or body of water used as a public water supply and an absorption field or tank used as part of an individual liquid waste disposal system must be no less than 200 feet.
8. The distance between an absorption field or tank used as a part of an individual liquid waste disposal system and the nearest boundary of a floodway must be no less than 100 feet.
9. Privies may not be approved by the planning commission for use within a subdivision unless the subdivider demonstrates to the satisfaction of the planning commission, in consultation with the state environmental improvement division, that they will be located and operated in a manner which will not potentially contaminate any drinking water supply, potentially pollute any body of water, create a nuisance or cause a potential danger to public health.

e. *Soil limitations for individual systems.* Individual liquid waste disposal systems may not be approved for use within a subdivision characterized by severe limitations under standards prescribed by the EID and CID of the state. In addition, individual liquid disposal systems shall not be approved for use within a subdivision where a percolation rate of less than six minutes per inch and a seasonal high-water table of less than 20 feet exist together.

f. *Minimum lot size for individual systems.* Individual liquid waste disposal systems may not be approved by the planning commission for use within a subdivision unless the parcels on which they will be used conform to the minimum lot sizes required by the EID and CID of the state.

g. *Submittal requirements for individual systems.* Submittals for individual liquid waste disposal systems are as follows:

1. A copy of the subdivider's disclosure statement relating to liquid waste disposal.
2. The location of all proposed and existing wells, sewage absorption areas, community sewage systems and community water supply systems within the proposed subdivision and within 300 feet of the proposed subdivision boundary.

3. The location of all arroyos, drainage areas and bodies of water within the proposed subdivision and within 300 feet of the proposed subdivision boundary.
4. The soil depth throughout the area of the proposed subdivision.
5. Soil classification or percolation tests, or both.
6. The depth to the seasonal high-water table.
7. The slope of the ground within the proposed subdivision.
8. The flood frequency of areas within the proposed subdivision.
9. A detailed description of the kind of individual liquid waste disposal system that is to be used by the occupants of the subdivision.
10. The projected population of the subdivision, based upon four persons per household.

(g) *Sidewalks and curbs.*

(1) Sidewalks shall be included within the dedicated non-pavement right-of-way of all streets as illustrated in table 3.

(2) Concrete curbs and gutters are required for all streets where sidewalks are required by this article or where required at the discretion of the planning commission and council.

(3) Sidewalks shall be improved as required in subsection (c)(2)b of this section. A median strip of grass or landscaped areas at least two feet wide shall separate all sidewalks from adjacent curbs.

TABLE 3. SIDEWALK REQUIREMENTS

Type of Street	Sidewalk Requirement
Local	**Optional (at council directive) ***
Collector	**Both sides, 4 feet wide**
Arterial	**Both sides, 5 feet wide**

*But, where provided, four feet wide.

(h) *Underground installation of utilities; utility easements.*

(1) *Underground installation.* All utility facilities, including but not limited to gas, electric power, telephone and cable television facilities, shall be located underground throughout the subdivision. Wherever existing utility facilities are located above ground, except

where existing on public roads and rights-of-way, they shall be removed and placed underground. All utility facilities existing and proposed throughout the subdivision shall be shown on the preliminary plat. Underground service connections to the street property line of each platted lot shall be installed at the subdivider's expense. At the discretion of the council, the requirement for service connections to each lot may be waived in the case of adjoining lots to be retained in single ownership and intended to be developed for the same primary use.

(2) *Easements.*

a. Easements centered on rear lot lines shall be provided, where necessary, for utilities (private and municipal). Such easements shall be at least ten feet wide. Proper coordination shall be established between the subdivider and the applicable utility companies for the establishment of utility easements established in adjoining properties.

b. Where topographical or other conditions are such as to make impractical the inclusion of utilities within the rear lot lines, perpetual unobstructed easements of at least ten feet in width shall be provided alongside lot lines, with satisfactory access to the road or rear lot lines. Easements shall be indicated on the plat.

(i) *Public land dedication, parks and open space.*

(1) *Public uses shown on comprehensive plan.* Where a proposed park, playground, open space or other public use shown on the comprehensive plan is located in whole or in part in a subdivision, the planning commission and council shall require that such area be shown on plats in accordance with the requirements specified in this section. Such area shall be dedicated to the village by the subdivider if the council approves such dedication.

(2) *Public uses not shown on comprehensive plan.* Where such other areas or sites of a character, extent and location suitable to the needs created by the type of development proposed for a subdivision are deemed essential by the planning commission for the orderly provision of areas or sites for public services or facilities and which development was not anticipated by the master plan, the planning commission shall require the subdivider to indicate such areas or sites on the subdivision plat, and, if deemed necessary by the planning commission and the council, such area shall be dedicated to the village by the subdivider.

(3) *Dedication of recreation space required.* Before any subdivider shall receive final plat approval for a subdivision of land lying within the corporate limits of the village, or land which is to be annexed to the village prior to the approval of the final plat, the subdivider shall dedicate to the village an area of land to be used by the village for a neighborhood recreation space. The provisions of this subsection shall not apply to replats of land already subdivided.

(4) *Calculation of required recreation space.* The amount of land to be dedicated shall be equal to the recreation space demand created by the subdivision and development of the land subdivided. The recreation space demand shall be computed on the projected requirement of 3.75 acres per 1,000 population generated. The number of persons the development of the subdivided land would generate as future residents of the area will be computed on the following formula:

a. For subdivision of land lying within an R-1 or R-2 residential zoning district or single-family lots platted in an R-2 residential zoning district, the population shall be computed as the number of single-family lots contained in the subdivision multiplied by 3.11 persons.

b. If the subdivider of property within an R-3 residential zoning district has building plans ready to submit to the building official, showing the units to be built on the subdivided property or any portion thereof, the following formula shall be used to determine the population to be generated by this property: the number of family units contained multiplied by 2.60 persons.

c. If the subdivider of property within an R-4 multiple-family zoning district has building plans ready to submit to the building official, showing the units that will be built on the subdivided property or any portion thereof, the following formula shall be used to determine the population generated by this property:

1. The number of studio units multiplied by 1.30 persons; plus
2. The number of one-bedroom units multiplied by 1.73 persons; plus
3. The number of two-bedroom units multiplied by 2.60 persons; plus
4. The number of three- or more bedroom units multiplied by 3.46 persons; plus
5. The number of townhouse units multiplied by 2.60 persons.

d. For subdivision of land lying within an M-1 low-density mobile home district, the population shall be computed as the number of lots in the mobile home subdivision multiplied by 3.11 persons.

e. For subdivision of land lying within an M-2 medium-density mobile home district, the population shall be computed as the number of lots in the mobile home subdivision multiplied by 2.60 persons.

f. If the subdivider of property within a multiple-family zoning district does not have plans ready to submit to the building official showing the units to be built on the subdivided property or any portion thereof, the following formula shall be used to determine the population to be generated by this property:

1. If the property is in an R-2 residential district, the number of persons generated will be calculated by multiplying 3.11 persons times 6.20 units per acre, times the number of net acres in the subdivision for single-family development, and times 9.70 units per acre for duplexes. Net acreage shall include all acreage, including public easements not dedicated to the village, in fee simple.
2. If the property is located in an R-3 residential district or R-4 multiple-family district, the number of persons generated by the development will be calculated by multiplying 2.60 persons times 16.0 units per acre, times the number of acres in the subdivision for R-3 development, and times 22.0 units per acre for R-4 development.

(5) *Payment of recreation space demand fee in lieu of dedication of land.* In lieu of the land required to be dedicated by subsection (i)(3) of this section, the subdivider may choose to pay the village a recreation space demand fee. The amount of the fee shall equal the

number of persons the future development of the subdivision will generate as calculated under subsection (i)(4) of this section, multiplied by the per-person fee based on per-acre value of land being subdivided within the village.

(6) *Appraisal of value of land for purpose of recreation space demand fee.* For the purpose of computing the recreation space demand fee, the fair market value of the raw land lying within the subdivision shall be an amount determined in an appraisal obtained by the village from a qualified appraiser who is a resident of the county. If the developer does not feel the amount so determined fairly reflects the market value of the raw land lying within the subdivision, the developer may obtain, at his own expense, an additional appraisal from a qualified professional appraiser approved by the village. The appraisal done by such approved appraiser shall be binding on the village.

(7) *Payment of recreation space demand fee when proposed land is unsuitable.* If the council, prior to approving the final plat, finds that the land offered to be dedicated by the developer is inappropriate for use as recreation space because the land offered for dedication does not lie within the designated planned park sites for the area, or is not usable as a village park because of rough topography, susceptibility to flooding, inaccessibility or limited size, or does not meet other reasonable standards for land to be used as recreation space, the developer will be required to pay the fee in lieu of land as provided in subsection (i)(5) of this section.

(8) *Deferral of dedication or fee payment.* Ordinarily, the recreation space demand fee shall be deposited with the village clerk prior to the approval of the final plat. However, if the council determines that immediate payment of the fee will work a hardship on the developer, or other circumstances so dictate, it may allow the developer to enter into an agreement with the village providing for future dedication of land or payment of the fee, provided that such agreement is accompanied by a good and sufficient surety bond in the amount of the required fee ensuring faithful performance of the agreement for future dedication or payment.

(9) *Disposition and use of recreation space demand fees; refunds.* All fees collected pursuant to this subsection shall be deposited by the village in a fund known as the Village of Ruidoso Recreational Space Purchase and Improvement Fund. Monies deposited into the fund shall not be expended for any purpose other than to purchase and/or make improvements on land to be used as public recreational area located within one mile from an exterior boundary of the subdivision for which the fees were paid. If the village does not either purchase property or make improvements on property designated as public recreational area within one mile from the exterior boundary of the subdivision for which the fee was paid within a ten-year period from the date of such payment, the developer shall be refunded, at the expiration of the ten-year period, an amount equal to the fee, plus interest at the rate of six percent. Such refund, however, shall only be made after the developer, or his entire heirs or assigns, presents the village with a written request for such refund containing a statement as to the name of the subdivision for which the fee was paid, the date the fee was paid, and such other information as may be necessary to establish that a refund is due.

(10) *Recovery of dedicated property by donor.* If land dedicated to the village for use as public recreation space is not improved or dedicated as natural open space and used as

public recreation space within a period of ten years, the donor of the property or his successors in interest may institute an action to recover the property pursuant to NMSA 1978, § 70-1-45.

(11) *Form of dedication.* The dedication of land required by this subsection shall be by warranty deed or dedication on a plat of the subdivision filed of record with the county clerk. All deeds and dedications purporting to dedicate land to the village pursuant to this subsection shall be approved by the village attorney.

This subsection shall not apply to subdivisions for which preliminary plat approval has been obtained prior to the effective date of the subdivision regulations in this article, adopted June 28, 1988, by Ordinance No. 88-6.

(Code 1985, § 10-10-5)

The Planning Commission has the following options:

1. **Approval** of Sketch Plat and move to the Preliminary Plat process

2. **Require modifications** to the Sketch Plat, and have it returned for Planning Commission review at the next meeting.

3. **Deny** the request of the Sketch Plat with reasons and conditions.

Approval of a conditional use requires a **2/3 majority vote** of those members of the Planning Commission present. The reasons for either approval or rejection must be stated in the findings of fact and motion.

V. STAFF RECOMMENDATION

Suggested Motion:
"Based upon the foregoing findings of fact per §54-92 and Article III Subdivisions of the Village Code, I move to recommend the sketch plat of case SUB 2020-0165 to proceed to the next step Preliminary Plat review for resubdividing Tract B."

Prepared & Submitted by:

Samantha J. Mendez
Community Development Director

LINCOLN COUNTY-NM
RHONDA B BURROWS,CLERK
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COUNTY CLERK
CLEPK
LINCOLN COUNTY, NM

36979 VC

WARRANTY DEED

BURL R. PETERSON, TRUSTEE and BEVERLY SUE PETERSON, TRUSTEE of THE BURL R. PETERSON and BEVERLY SUE PETERSON REVOCABLE LIVING TRUST, Dated March 6, 2003 and as Amended July 2, 2004, for consideration paid, grant(s) to **GLENN REMINGTON and ANNA REMINGTON, husband and wife, as Joint Tenants,** whose address is **PO BOX 43, RUIDOSO, NM 88355**, the following described real estate in Lincoln County, New Mexico:

Tract B, GREEN MEADOWS ADDITION, Ruidoso, Lincoln County, New Mexico, as shown by the Boundary Survey Plat filed in the office of the County Clerk and Ex-officio Recorder of Lincoln County, New Mexico, on December 3, 2008, in Cabinet J, Slide 249.

TOGETHER WITH all improvements thereon;

SUBJECT TO easements, restrictions, and reservations of record;

with warranty covenants.

Witness its hand(s) and seal(s) this 28th day of **October, 2015.**

THE BURL R. PETERSON and
BEVERLY SUE PETERSON
REVOCABLE LIVING TRUST

Burl R Peterson - TRUSTEE
By: BURL R. PETERSON, TRUSTEE,

Beverly Sue Peterson Trustee
By: BEVERLY SUE PETERSON,
TRUSTEE,

STATE OF New Mexico
: ss.
COUNTY OF Lincoln **)**

This instrument was acknowledged before me this 28th day of **October, 2015** by **BURL R. PETERSON, TRUSTEE, , and BEVERLY SUE PETERSON, TRUSTEE, , of THE BURL R. PETERSON and BEVERLY SUE PETERSON REVOCABLE LIVING TRUST, Dated March 6, 2003, and as amended July 2, 2004**, on behalf of said trust.

Vickie Cowdell
Notary Public

My commission expires:

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575-258-4343

Development Review

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ASSESSMENT IMPACT CHECKLIST

Project Name: Major Subdivision Replat of Tract B of the Green Meadows Subdivision
Applicant: Glenn Remington
Property location: Tract B of the Green Meadows Subdivision
Review meeting Date: 3/12/ 2020 Time: 9:30 AM

IMPACT CATEGORIES	No Impact Anticipated	Potentially Beneficial	Potentially Adverse-Requires	Potentially Adverse-Requires More Study	Needs Mitigation	Requires Project Modification	All determinations need explanation. Reference to documentation, sources, notes, and correspondence (see following guidance pages for questions to be answered)	Sign off
	1	2	3	4	5	6		
NATURAL FEATURES								
Water Resources			EB				could possibly need to drill 140 GPD	
Surface Water	EB							
Watercourses			EB				possible drainage issues	
Unique Natural Features and Agricultural Lands	EB							
Vegetation and Wildlife	EB							
Forestry and fuel management plan								
FACILITIES AND SERVICES								
Commercial Facilities								
Health Care								
Social Services								
Solid Waste								
Wastewater								
Storm water			EB				evaluate if adequate retention available.	
Water Supply	LK							
Public Safety: Police	OH							
Fire								
Emergency/Medica								
Open Space & Recreation:								
Open Space	RG						Requires Payment in lieu of recreation space	
Recreation	RG							
Cultural Facilities	RG							

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Transportation								
Drive way permits	✓							
Off street parking	✓						Request	
Impact to traffic	✓						Width Lane Variance Rename	
Pedestrian ingress and egress	✓						Lea or Verde need to be realigned	
							to Loop	
Utilities								
Water		AS					Needs to be realigned	
Sewer		AS					Lea or Verde "	
Natural Gas								
electric								
Solid waste								
LAND DEVELOPMENT								
Conformance with Comprehensive Plans & Zoning								
Setbacks and height								
Slope Stability								
Erosion								
Soil Suitability								
Hazards and Nuisances, including site safety								
Drainage and retention								
Screening								
signage								
Loading and unloading								
ENVIRONMENTAL DESIGN AND HISTORIC VALUES								
Lighting								
Impact on natural environment								
Historic, Cultural, and Archaeological Resources								
AIR QUALITY								
Effects of ambient air quality on project and contribution to community pollution levels								
Financial Impact								

Summary Conditions	Briefly identify the present environmental conditions of the project impact area:
Dead Down timber and seedlings and Alligator Juniper re-sprouts pose hazard to recreationist around Grindstone Lake. Area does not meet Ordinance 42-80 fire mitigation standards	

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Alternatives Considered	Identify alternatives to the project which have been considered:
Additional Studies Performed	(Attach Study or Summary) List additional studies:
Mitigation Measures Needed	Identify, if applicable, changes which need to be made in order to eliminate or minimize adverse environmental impacts:

1. Is project in compliance with applicable laws and regulations? ☐Yes ☐No

Guidance Questions for Impact Checklist

NATURAL FEATURES

Water Resources

Will project runoff affect local ground water resources or wells? High water tables should be considered during project construction. Possible subsidence problem due to over-reliance on wells or groundwater resource?

Surface Water

Seepage or springs on-site that may indicate potential drainage problems or problems of impacting a groundwater resource? Evidence of impoundment of water on project site? Will project significantly add to the impervious surface in its impact area and thereby increase demands on drainage facilities?

Watercourses

Will watercourses other than coastal zone be impacted as a result of project action? Will such impacts cause loss of natural drainage area? Or loss of riparian features amenable to recreation use in its natural state? Will project damage game and/or fish habitats or spawning grounds? Will cut and fill work alter the watercourse path or boundaries?

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Unique Natural Features and Agricultural Lands

Will the project affect unique natural features such as, dunes, waterfalls, rock-outcroppings, special stands-of-trees or planting areas, natural landmarks or focal point? Natural pathways will be affected? Will unique or prime agricultural land areas be affected? Or, farmlands designated as important by State or local government?

Vegetation and Wildlife

Will the project damage or destroy existing remnant plant communities or habitat of wildlife or their food chain? Will the project create environmental conditions eliminating plant life without mitigation measures? Will it, conversely, create conditions favorable to the proliferation of pest species, i.e., rats, flies and mosquitoes?

Forest and Trees

Will the Project cause damage or the removal of any trees? Are there any trees larger than 20 inches in diameter that will be removed? (If so a permit from Forestry is required). Will the project cause the removal of a sufficient number of trees to reduce the number below 40 well-spaced trees per acre? How will any trees that are removed be disposed of? Will the project close off access that is used to manage trees in the surrounding area?

SOCIO-ECONOMIC

Demographic Character Changes

Demographic (distribution of commonly identified segments of the population) characteristics can provide indicators to needs of various segments of the population. Questions such as the following can assist in identifying special population needs: Will project measurably alter tenant-owner status of area? Will special services be needed, i.e., relocation services, home-maintenance counseling or assistance? Will certain segments of the population become isolated by the project, i.e., elderly, low-income? What affect is project having on vacancy ratio? Will special social services be needed in the impact area of project, i.e., job counseling, youth services, elderly services, child-care, visiting nursing service created by population composition changes?

Displacement

Will the project displace individuals or families or businesses? If so, are relocation services available? If necessary, are appropriate relocation resources available for type of relocation anticipated?

Employment and Income Patterns

Will the project create conditions favorable or unfavorable to the continuation and/or expansion of commercial or industrial business lift? Will project area residents directly benefit? Will there be negative impacts on the project area's residential life? Will employment opportunities be available to the locally unemployed or under-employed? Will there be more entrepreneur opportunities available to local population? Will housing stock be affected if high number of new, outside employees are imported?

COMMUNITY FACILITIES AND SERVICES

Educational Facilities

Will project cause impact on schools? Is sufficient capacity available? Does project affect safety of access to existing schools? Has school been informed of project? Are special education services needed?

Will project cause impact on the public library as a community information resource; is there potential for physical impact or consequences for the public library facility, or the public library

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services in terms of the public library as an agency for lifelong education and support of formal education.

Commercial Facilities

Will project cause impact on commercial service facilities? Is there need for additional commercial services to assure project area residents have a full range of services at competitive prices? Do project beneficiaries have convenient and safe access to full-range of commercial services?

Health Care

Do project beneficiaries have any unrecognized health service needs, i.e., emergency medical services, ambulance service, visiting health service for elderly or homebound?

Social Services

Will project objectives be influenced by the availability or the lack of availability of special social services, i.e., children support groups, day-care centers, family counseling services, services for the elderly? Need for youth recreation centers?

Will the project have impact or be connected to existing public library services and resources, in support of community social needs and fostering of positive social infrastructure.

Solid Waste

Will project be a commercial or residential development? Has there been a waste generation study or report? Is there dumpster enclosure(s)? The project must submit a site plan for dumpster location...has this been submitted? If there are dumpster enclosures, have they adhered to the proper design and materials?

Wastewater

If applicable, will existing waste water treatment system and facilities adequately service the proposed project? Will project cause design-capacity to be exceeded? Will project residents or beneficiaries be adversely affected by a waste water treatment facility? Is waste water treatment plant serving residents approved by appropriate health officials?

Storm Water

If applicable, will existing or planned storm water disposal and treatment system adequately service project or project beneficiaries? Will the project cause an overloading of the design capacity of the storm water facilities? Are project beneficiaries subject to temporary flooding or ponding impacts in terms of impairment of access to residence?

Water Supply

Is there a potable water supply available for project beneficiaries? Is it periodically inspected by health authorities?

Public Safety: Police, Fire, Emergency/Medical

Are project beneficiaries adequately serviced by police, fire and emergency services? Is there 24-hour police patrol service? Are special plans needed for added manpower or special project related security system? Is crime rate in project area characterized by any unique manifestations requiring special services, i.e., high teenage use of drugs, breaking and entering, street crimes?

Is access time of fire vehicles to project area in accord with local standard? Type of building materials in project area in compliance with local fire codes? Fire hydrant locations located in accord with local development criteria? Firefighting equipment shortage?

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Emergency services appropriate to needs of project beneficiaries available? Access route for accessibility in compliance with local regulations? Will the project create any obstacles for emergency vehicles in meeting their responsibilities?

Open Space and Recreation

Is there an adequate degree of park and open space land for use by project area residents? Will project cause a lessening to the availability of service? Are park and recreation space conveniently accessible and usable to all resident groups in the project's impact area? Is there an unmet need to be filled by the CDBG program?

Does the project have impact on the public library as a source, resource and venue for positive choices as to use of leisure time and satisfaction of social and recreational needs of every member of the community?

Transportation

If applicable to project objectives, is there adequate access to the locally recognized public transportation system? Is the service directly and conveniently available? Do any project beneficiaries need special transportation considerations due to inadequacy of convenient shopping services? Will the project serve to reduce mobility of any segment of the population?

LAND DEVELOPMENT

Conformance with Comprehensive Plans and Zoning

Is the proposal consistent with the completed components of local plans and the supporting zoning? If not and project is to continue, provide supporting discussion explaining decision basis. Identify areas project may conform to local planning objectives. Identify anticipated functional conflicts and plans for mitigations where necessary.

Compatibility and Urban Impact

Covers such concerns as incompatible land use relationships due to opposing functional needs or encroachment tendencies of one use upon another, i.e., overcrowding of buildings on the land, non-conforming land uses, non-conforming use of buildings, inducing excess traffic, creation of excess noise and similar day-to-day functional demands. If a project lacks water/sewer lines in a base flood hazard zone, will it induce development into such a hazardous area? Are secondary impacts occurring, such as encouraging urban sprawl prior to development of an applicable growth management plan and supportive zoning? Imposing new development into an existing neighborhood that would aggravate the transitional character of the neighborhood or increase new unwanted intrusions, i.e., introduction of off-street or on-street parking, introduction of lighting to a park to encourage night use of the park area where not previously found.

Slope Stability

If applicable, the following slope issues should be examined: (1) evidence of mud slides or other earth movement, (2) evidence of slump occurrences, (3) neighboring retaining walls tilting from possible past earth movement or that might indicate a new problem, (4) exposure of several strata of soil that might indicate conditions prone to sliding?

Erosion

Does the project involve development of an erosion sensitive area, i.e., near water channel, gullies or arroyos, in loosely consolidated soils, sands or silty soils, steep slopes present? Would project's cut and fill work cause silt to flow into natural waterways or arroyos?

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Soil Suitability

Is there any visible evidence of possible soil problems, i.e., foundation cracking or settling in nearby buildings, sinkholes, ponding or limestone formation that might bring about subsidence? Loosely packed soils to a degree liquification may be a problem? Potential shrink-swell from high content of expansive clay in soil? Debris filled ground that might indicate potential for construction instability?

Hazards and Nuisances including Site Safety

Under the statutory checklist, an examination is requested as to potential danger to project beneficiaries from exposure to such hazards as, sanitary and hazardous waste landfills, toxic chemical dumps, uranium mill tailings and other radioactive materials in nearby lands. Explosive and flammable or fire-prone hazards are also to be examined as to potential threat to project beneficiaries. Other hazards include, presence of rodent infestation, nuisances from odors, glare, dust, vibration. Inadequate street lighting? Improperly screened drains or catchments? Abandoned/dilapidated buildings improperly boarded-up? Unscreened quarries or other excavation works? Dangerous intersections? Hazardous, unrepaired street conditions? Street ponding causing nuisance ingress and egress problems to project area and similar safety concerns.

Energy Consumption

Energy consumption is viewed in a twofold manner: first, energy consumed directly by the facility to be constructed as to heating and cooling, not water; and secondly, energy consumed indirectly or induced by the facility. Consumed chiefly in the transportation of people and goods to and from the project.

ENVIRONMENTAL DESIGN AND HISTORIC VALUES

Visual Quality: Coherence, Diversity, Compatible Use and Scale

Will project cause noticeable deterioration or physical alteration of natural landscape without comparable mitigation? Will there be intrusion of elements out of character, size or scale or setback? Will project alter established vistas and views, enclosed or open? Landmarks or focal-points become obscured by project proposal? Pathways, bikeways or trails that have been established impaired? Complimentary features established to existing distinguishing landmarks or development features in the impact area of the project? Unique building groups impaired visually by project?

Historic, Cultural and Archeological Resources

Is there a presence of historical/archeological sites in the area? Does the project impact on historical/archeological sites (destruction, reconstruction, enhancement)?

AIR QUALITY

Effects of Ambient Air Quality on Project and Contribution to Community Pollution Levels

What is the climatic description of wind/fog conditions? What is the extent of pollution (smog, dust, odors, smoke, hazardous emissions) in relation to local/state/federal (conditions peculiar to the site and immediate area)? Are there any nearby sources for localized pollution (industry, dump, traffic)?