

**Draft Minutes
Planning Board Meeting
November 7, 2023**

The Village of Capitan Planning Board met on Tuesday, November 7, 2023 at the Village Hall in Capitan, New Mexico at 5:30 PM.

Peggy Wilson called the meeting to order at 5:30 PM.

Roll Call: Peggy Wilson – Present, Tracy Jones – Present, JR Castaneda – Present via Telephone, Linda Jones – Present via Telephone, Mayor – Ron Lowrance, and Deputy Clerk Angela Autrey were also present.

Item #1 on the Agenda: Approval of the Agenda.

Tracy Jones motioned to approve the agenda, JR Castaneda seconded the motion.

Discussion: There was no discussion of this item.

Roll Call: All were in favor, Motion carried.

Item #2 on the Agenda: Discussion/Action – Approval of Resignation of Nema Spear.

JR Castaneda made a motion to approve the resignation. Tracy Jones seconded the motion.

Discussion: There was no discussion of this item.

Roll Call: All were in favor, Motion carried.

Item #3 on the Agenda: Discussion/Action – Approval of New Planning Board Member – Linda Jones.

JR Castaneda motioned to approve. Tracy Jones seconded the motion.

Discussion: There was no discussion of this item.

Roll Call: All were in favor, Motion carried.

Item #4 Discussion/Action – Approval of the Regular Meeting Minutes, October 3, 2023.

Tracy Jones made a motion to approve the minutes. JR Castaneda seconded the motion.

Discussion: There was no discussion of this item.

Roll Call: All were in favor. Motion carried.

Item #5 Discussion/Action - Approve Recommendation of Application for Mobile/Manufactured Home at 429 3rd St.

Lot 15 – Phillip Wall

Tracy Jones made a motion to approve the application. JR Castaneda seconded the motion.

Discussion: Peggy Wilson Recused from the vote. The property is her sisters and she is her power of attorney.

Roll Call: JR Castaneda – Yes, Tracy Jones – Yes, Linda Jones – Yes, Peggy Wilson - Recuse

ADJOURNMENT:

Peggy Wilson adjourned the meeting at 5:33 PM.

Planning Board Chairman, Village of Capitan

Attest:

Planning Board Secretary, Village of Capitan

**Minutes
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Tracy Jones motioned to approve the agenda, **JR Castaneda** seconded the motion.

Discussion: There was no discussion of this item.

Roll Call: All were in favor, Motion carried.

Item #2 on the Agenda: Discussion/Action – Approval of Resignation of Nema Spear.

Jr Castaneda made a motion to approve the resignation. **Tracy Jones** seconded the motion.

Discussion: There was no discussion of this item.

Roll Call: All were in favor, Motion carried.

Item #3 on the Agenda: Discussion/Action – Approval of New Planning Board Member – Linda Jones.

JR Castaneda motioned to approve. **Tracy Jones** seconded the motion.

Discussion: There was no discussion of this item.

Roll Call: All were in favor, Motion carried.

Item #4 Discussion/Action – Approval of the Regular Meeting Minutes, October 3, 2023.

Tracy Jones made a motion to approve the minutes. **JR Castaneda** seconded the motion.

Discussion: There was no discussion of this item.

Roll Call: All were in favor. Motion carried.

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Tracy Jones made a motion to approve the application. **JR Castaneda** seconded the motion.

Discussion: Peggy Wilson Recused from the vote. The property is her sisters and she is her power of attorney.

Roll Call: JR Castaneda – Yes, Tracy Jones – Yes, Linda Jones – Yes, Peggy Wilson - Recuse

ADJOURNMENT:

Peggy Wilson adjourned the meeting at 5:33 PM.

Planning Board Chairman, Village of Capitan

Attest:

Planning Board Secretary, Village of Capitan

VILLAGE OF CAPITAN
PO BOX 246
CAPITAN, NM 88316
PHONE 505-354-2247 FAX 505-354-2713

2

APPLICATION FOR:
(circle one)

1) Annexation

4) Water Connections

2) Replat

5) Vacation of Roadway or Easement

3) Subdivision

6) Other -Specify: _____

Owner/Applicant Charles Stetson

Mailing Address 135 Mulligan Dr Alto NM 88712

Telephone (Home) 575-446-8980 (Business) _____

If Business Applicant, Business Name _____

Type of Business _____

Present Land Use (Attach photographs of site)
Residential

Location of Property and Street Address, if applicable 109 Aspen Dr
Capitan NM 88316

Legal Description of Property (Attach additional sheet, if necessary)
Mesa Verde Acres SD, Lot 18, Unit 3

Reason for Application (Attach additional sheet(s), i.e. Medical reports, if necessary)
Split off parcel of land separated by
Montes Dr.

Application
Page 3

Application: ☐ Approved ☐ Denied If denied, reasons for denial _____

If denied, certified notice mailed on _____

Planning Board

Chairman

Date

Secretary

Water Board

Chairman

Date

Secretary

Village of Capitan

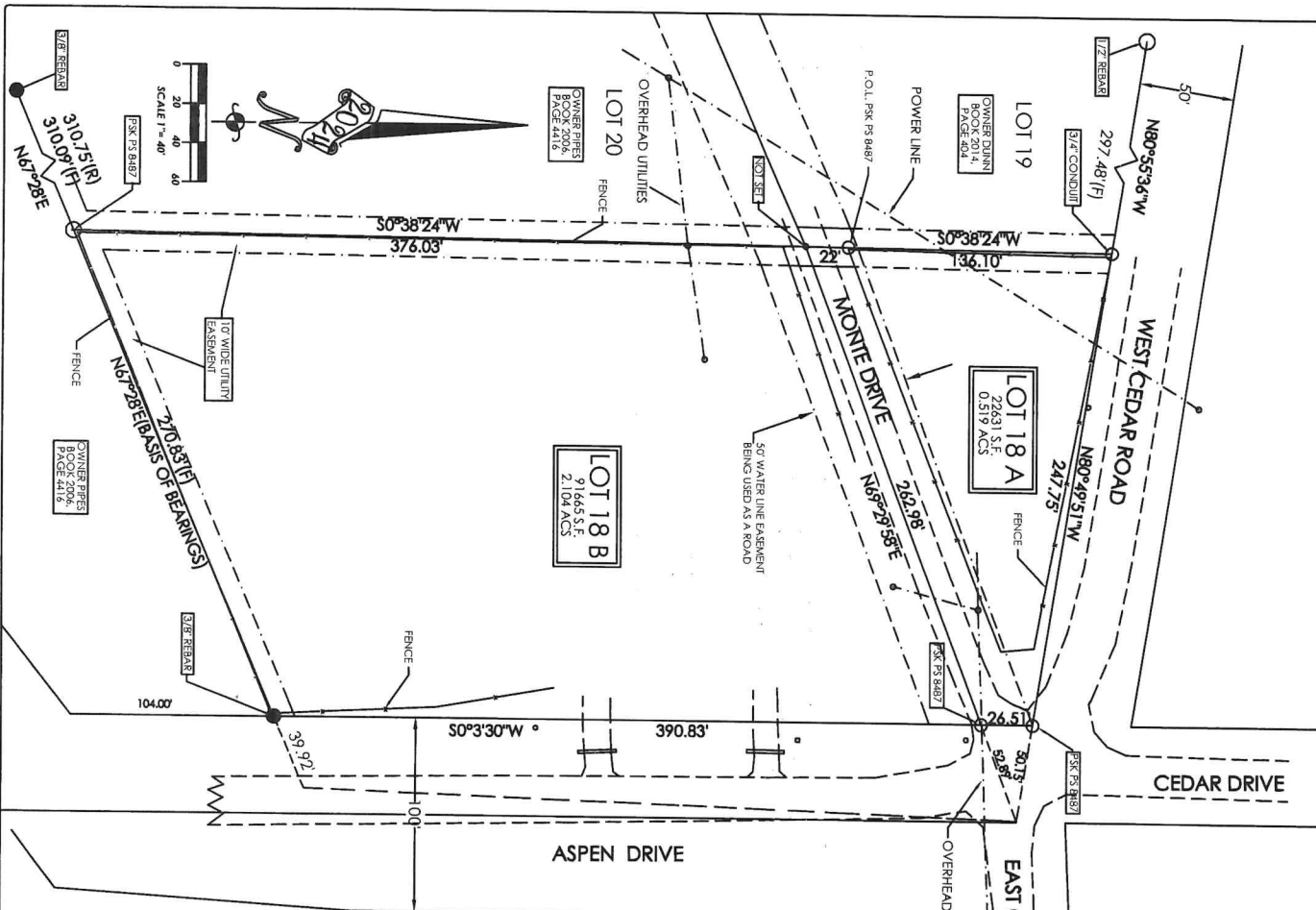
Mayor

Date

Attest:

Village Clerk

A REPLAT OF TRACT 18, MESA VERDE SUBDIVISION, UNIT 3, CAPITAN, NEW MEXICO.



NOTES:

- 1) SURVEY IS BASED ON CORNERS FOUND IN PLACE AND PREVIOUS SURVEY WORK BY RUDOSO LAND SURVEYING, INC.
- 2) BEARINGS SHOWN ARE FROM FIELD MEASUREMENTS ROTATED TO THE CORNERS SHOWN HEREON.
- 3) FIELD DISTANCES SHOWN ARE FROM CORNERS SHOWN HEREON.
- 4) PSK = PLASTIC SURVEY TAPE, S.K. = METAL SURVEY TAPE.
- 5) THE PURPOSE OF THIS REPLAT IS TO DIVIDE LOT 18 INTO 2 LOTS TO BE KNOWN AS 18A AND 18B, MESA VERDE ACRES, UNIT 3, CAPITAN, NEW MEXICO.

DOCUMENTS USED IN THE PREPARATION OF THIS REPLAT:

- A) WARRANTY DEED FROM PHOENIX TO JEDIDIAH RUDOSO, BOOK 2013, PAGE 7007, RECORDS OF LINCOLN COUNTY, NEW MEXICO.
- B) PLAT OF MESA VERDE ACRES UNIT 3, RECORDED IN CABINET "C", SLIDE 130, RECORDS OF LINCOLN COUNTY, NEW MEXICO.
- C) REPLAT OF 101, 102, 103, 108 AND 109, MESA VERDE ACRES UNIT 3, RECORDED IN CABINET "B", SLIDE 124, RECORDS OF LINCOLN COUNTY, NEW MEXICO.
- D) LOT LINE ADJUSTMENT SURVEY PLAT RECORDED IN CABINET "H", SLIDE 640, RECORDS OF LINCOLN COUNTY, NEW MEXICO.
- E) BOUNDARY SURVEY PLAT RECORDED IN CABINET "H", SLIDE 397, RECORDS OF LINCOLN COUNTY, NEW MEXICO.

I, **WYATT A. STARK**, NEW MEXICO PROFESSIONAL SURVEYOR NO. 8487, DO HEREBY CERTIFY THAT THIS SURVEY PLAT AND THE ACTUAL SURVEY ON THE GROUND UPON WHICH IT IS BASED WERE PERFORMED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND I AM A COMPETENT PERSON FOR THIS SURVEY. THAT THIS SURVEY MEETS THE MINIMUM STANDARDS FOR SURVEYING IN NEW MEXICO, AND THAT IT IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.



KNOW ALL MEN BY THESE PRESENTS THAT CHARLES STETSON IS THE OWNER AND PROPRIETOR OF LOT 18, MESA VERDE ACRES, UNIT 3, CAPITAN, NEW MEXICO, AND HAS GRANTED AND AUTHORIZED THAT THIS REPLAT WAS MADE WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNER.

CHARLES STETSON _____ DATE _____

STATE OF NEW MEXICO)
COUNTY OF LINCOLN) SS
THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THIS _____ DAY OF _____, 2024
BY CHARLES STETSON
WITNES MY HAND AND SEAL ON THIS DAY AND YEAR
LAST WRITTEN ABOVE.

NOTARY PUBLIC _____ MY COMMISSION EXPIRES _____

AN EASEMENT IS HEREBY RESERVED FOR ALL EXISTING OVERHEAD/UNDERGROUND UTILITIES ON THE LAND SHOWN HEREON.
NO CHANGES HAVE BEEN MADE IN ANY EXISTING UTILITY EASEMENTS.

THIS PLAT APPROVED BY THE FOLLOWING UTILITIES:

WINDSTREAM COMMUNICATIONS _____ DATE _____

OTERO COUNTY ELECTRIC COOP _____ DATE _____

2A NATURAL GAS _____ DATE _____

THIS PLAT IS APPROVED BY THE VILLAGE OF RUDOSO UNDER THE SIGNATURE PROCEDURE ON THIS _____ DAY OF _____, 2024.

VILLAGE OF CAPITAN MANOR _____

ATTEST: VILLAGE OF CAPITAN CLERK _____

PLANNING ADMINISTRATOR _____

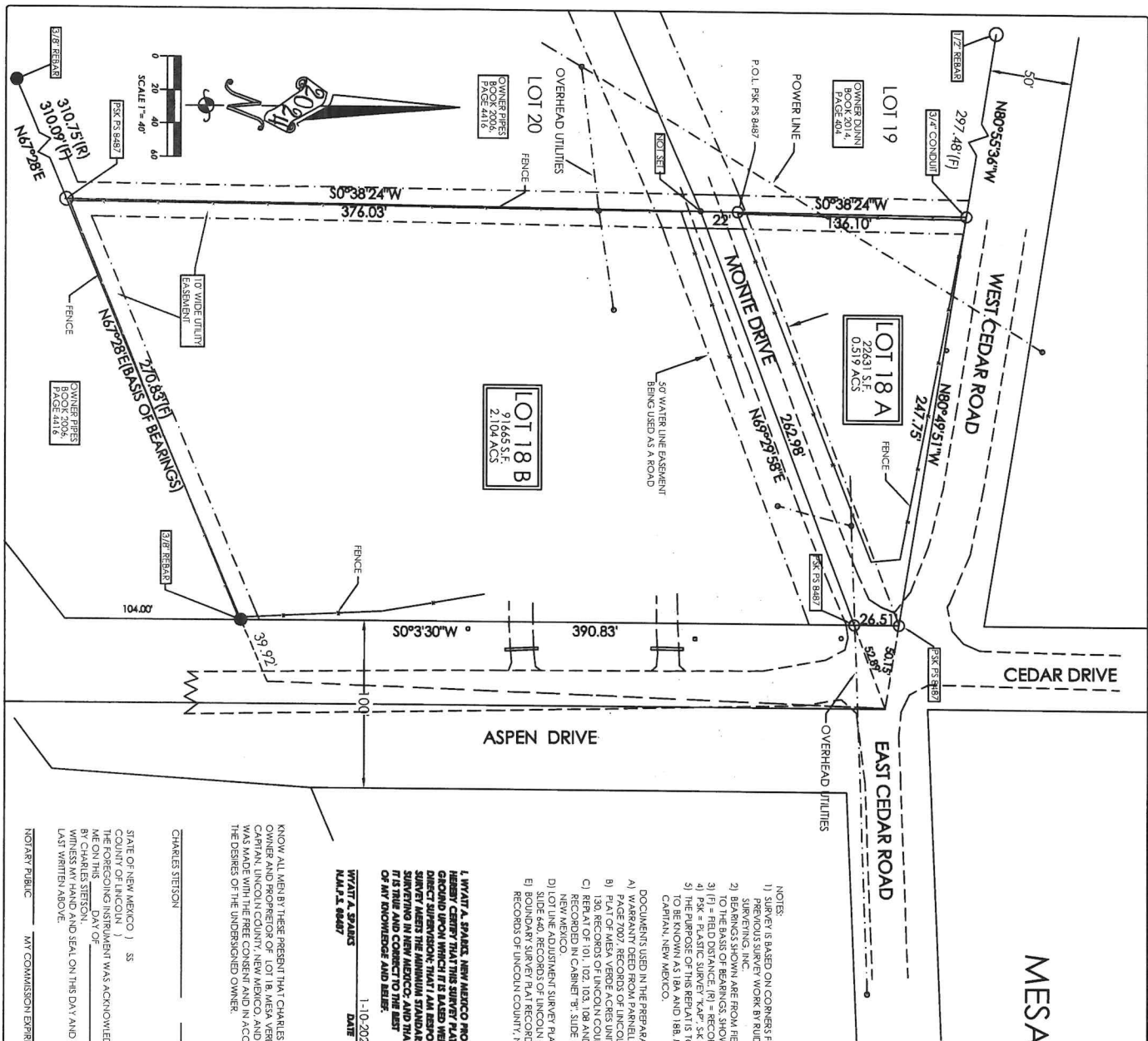
THE LINCOLN COUNTY ASSESSOR'S OFFICE CERTIFIES THAT TAXES ARE PAID THROUGH THE CURRENT TAXABLE YEAR FOR THE PARCEL(S) SHOWN ON THIS PLAT.

WALTER HILL _____ DATE _____
COUNTY ASSESSOR

INDEXING INFORMATION FOR COUNTY CLERK		
STETSON	MESA VERDE ACRES UNIT 3	
OWNER OF PROPERTY	SUBDIVISION	
UFG: 407505142523	OWNER # 353720	



A REPLAT OF TRACT 18, MESA VERDE SUBDIVISION, UNIT 3, CAPITAN, NEW MEXICO.



- NOTES:
- 1) SURVEY IS BASED ON CORNERS FOUND IN PLACE AND PREVIOUS SURVEY WORK BY RUDOSO LAND SURVEYING, INC.
 - 2) BEARINGS SHOWN ARE FROM FIELD MEASUREMENTS ROTATED TO THE BASIS OF BEARINGS SHOWN HEREON.
 - 3) (P) = PLASTIC SURVEY TAPE, (M) = METAL SURVEY TAPE, (S) = STEEL SURVEY TAPE, (W) = WOOD SURVEY TAPE.
 - 4) THE PURPOSE OF THIS REPLAT IS TO DIVIDE LOT 18 INTO 2 LOTS TO BE KNOWN AS LOT 18 A AND LOT 18 B, MESA VERDE ACRES UNIT 3, CAPITAN, NEW MEXICO.

- DOCUMENTS USED IN THE PREPARATION OF THIS REPLAT:
- A) WARRANTY DEED FROM PARCEL TO STEINSON RECORDED IN BOOK 2013, PAGE 700, RECORDS OF LINCOLN COUNTY, NEW MEXICO.
 - B) RECORDS OF LINCOLN COUNTY, NEW MEXICO, DEED TO CABINET "C", SLIDE 130, RECORDS OF LINCOLN COUNTY, NEW MEXICO.
 - C) REPLAT OF 101, 102, 103, 108 AND 109, MESA VERDE ACRES UNIT 3, RECORDED IN CABINET "B", SLIDE 124, RECORDS OF LINCOLN COUNTY, NEW MEXICO.
 - D) LOT LINE ADJUSTMENT SURVEY PLAT RECORDED IN CABINET "F", SLIDE 646, RECORDS OF LINCOLN COUNTY, NEW MEXICO.
 - E) BOUNDARY SURVEY PLAT RECORDED IN CABINET "F", SLIDE 397, RECORDS OF LINCOLN COUNTY, NEW MEXICO.

I, **WILLIAM A. STARKS**, NEW MEXICO PROFESSIONAL SURVEYOR NO. 8487, DO HEREBY CERTIFY THAT THIS SURVEY PLAT AND THE ACTUAL SURVEY ON THE GROUND UPON WHICH IT IS BASED WERE PERFORMED BY ME OR UNDER MY DIRECT SUPERVISION, THAT I AM RESPONSIBLE FOR THIS SURVEY, THAT THIS SURVEY MEETS THE MINIMUM STANDARDS FOR SURVEYING IN NEW MEXICO, AND THAT I HAVE NOT BEEN CONVICTED OF ANY CRIME OR FELONY AND THAT I AM NOT UNDER ANY DISCIPLINARY ACTION BY THE BOARD OF SURVEYING AND MAPPING.



WILLIAM A. STARKS
DATE: 1-10-2024
N.M.A.S. 8487

KNOW ALL MEN BY THESE PRESENTS THAT CHARLES STEINSON IS THE OWNER AND PROPRIETOR OF LOT 18, MESA VERDE ACRES UNIT 3, CAPITAN, LINCOLN COUNTY, NEW MEXICO, AND THAT THIS PLAT WAS MADE WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNER.

CHARLES STEINSON _____ DATE _____

STATE OF NEW MEXICO) SS
COUNTY OF LINCOLN)
THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THIS _____ DAY OF _____, 2024
BY CHARLES STEINSON,
LAST WRITTEN ABOVE.

NOTARY PUBLIC _____ MY COMMISSION EXPIRES _____

AN EASEMENT IS HEREBY RESERVED FOR ALL EXISTING OVERHEAD/UNDERGROUND UTILITIES ON THE LAND SHOWN HEREON.
NO CHANGES HAVE BEEN MADE IN ANY EXISTING UTILITY EASEMENTS.
THIS PLAT APPROVED BY THE FOLLOWING UTILITIES:

WINDSTREAM COMMUNICATIONS _____ DATE _____
OIEGO COUNTY ELECTRIC COOP _____ DATE _____
ZIA NATURAL GAS _____ DATE _____

THIS PLAT IS APPROVED BY THE VILLAGE OF RUDOSO UNDER THE SUMMARY PROCEDURE ON THIS DATE OF _____, 2024.

VILLAGE OF CAPITAN MANOR _____
ATTEST: VILLAGE OF CAPITAN CLERK _____

PLANNING ADMINISTRATOR _____

THE LINCOLN COUNTY ASSESSOR'S OFFICE CERTIFIES THAT TAXES ARE PAID THROUGH THE CURRENT TAXABLE YEAR FOR THE PARCEL(S) SHOWN ON THIS PLAT.
WATER BILL _____ DATE _____
COUNTY ASSESSOR _____

INDEXING INFORMATION FOR COUNTY CLERK			
STEINSON	MESA VERDE ACRES UNIT 3		
OWNER OF PROPERTY	SUBMISSION		
UPC: 407505142523	OWNER # 353750		



2907 1/2 SUBUDEN DRIVE
RUDOSO, N.M. 88346 PH: 337-4818
rudosolandsurveying@gmail.com
SCALE 1" = 40'
DATE 1-9-2024
DRAWN BY: W.A.S. SHEET 1 OF 1

A REPLAT OF
TRACT 18,
MESA VERDE SUBDIVISION, UNIT 3,
CAPITAN, NEW MEXICO.

AN EASEMENT IS HEREBY RESERVED FOR ALL EXISTING
OVERHEAD UNDERGROUND UTILITIES ON THE
LAND SHOWN HEREON.

NO CHANGES HAVE BEEN MADE IN ANY
EXISTING UTILITY EASEMENTS.

THIS PLAT APPROVED BY THE FOLLOWING UTILITIES

WINDSTREAM COMMUNICATIONS DATE

OTERO COUNTY ELECTRIC COOP DATE

ZA NATURAL GAS DATE

- NOTES:
- 1) SURVEY IS BASED ON CORNERS FOUND IN PLACE AND
RECORDS OF LINCOLN COUNTY, NEW MEXICO.
 - 2) BEARINGS SHOWN ARE FROM FIELD MEASUREMENTS ROTATED
TO THE BASIS OF BEARINGS SHOWN HEREON.
 - 3) (F) = FIELD DISTANCE. (R) = RECORD DISTANCE.
 - 4) PSK = PLASTIC SURVEY "KAP". SK = METAL SURVEY "KAP".
 - 5) THE PURPOSE OF THIS REPLAT IS TO DIVIDE LOT 18 INTO 2 LOTS
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CAPITAN, NEW MEXICO.

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PAGE 7007, RECORDS OF LINCOLN COUNTY, NEW MEXICO.
 - B) PLAT OF MESA VERDE ACRES UNIT 3, RECORDED IN CABINET "C", SLIDE
440, RECORDS OF LINCOLN COUNTY, NEW MEXICO.
 - C) BEARINGS OF LOT 102, 103, 108 AND 109, MESA VERDE ACRES UNIT 3,
RECORDED IN CABINET "B", SLIDE 12A, RECORDS OF LINCOLN COUNTY
NEW MEXICO.
 - D) LOT LINE ADJUSTMENT SURVEY PLAT RECORDED IN CABINET "H",
SLIDE 440, RECORDS OF LINCOLN COUNTY, NEW MEXICO.
 - E) BOUNDARY SURVEY PLAT RECORDED IN CABINET "H", SLIDE 397,
RECORDS OF LINCOLN COUNTY, NEW MEXICO.

I, **WYATT A. SPARKS**, NEW MEXICO PROFESSIONAL SURVEYOR NO. 8487, DO
HEREBY CERTIFY THAT THIS SURVEY PLAT AND THE ACTUAL SURVEY ON THE
GROUND UPON WHICH IT IS BASED WERE PERFORMED BY ME OR UNDER MY
DIRECT SUPERVISION; THAT I AM RESPONSIBLE FOR THIS SURVEY; THAT THIS
SURVEY MEETS THE MINIMUM STANDARDS FOR
SURVEYING IN NEW MEXICO; AND THAT
IT IS TRUE AND CORRECT TO THE BEST
OF MY KNOWLEDGE AND BELIEF.



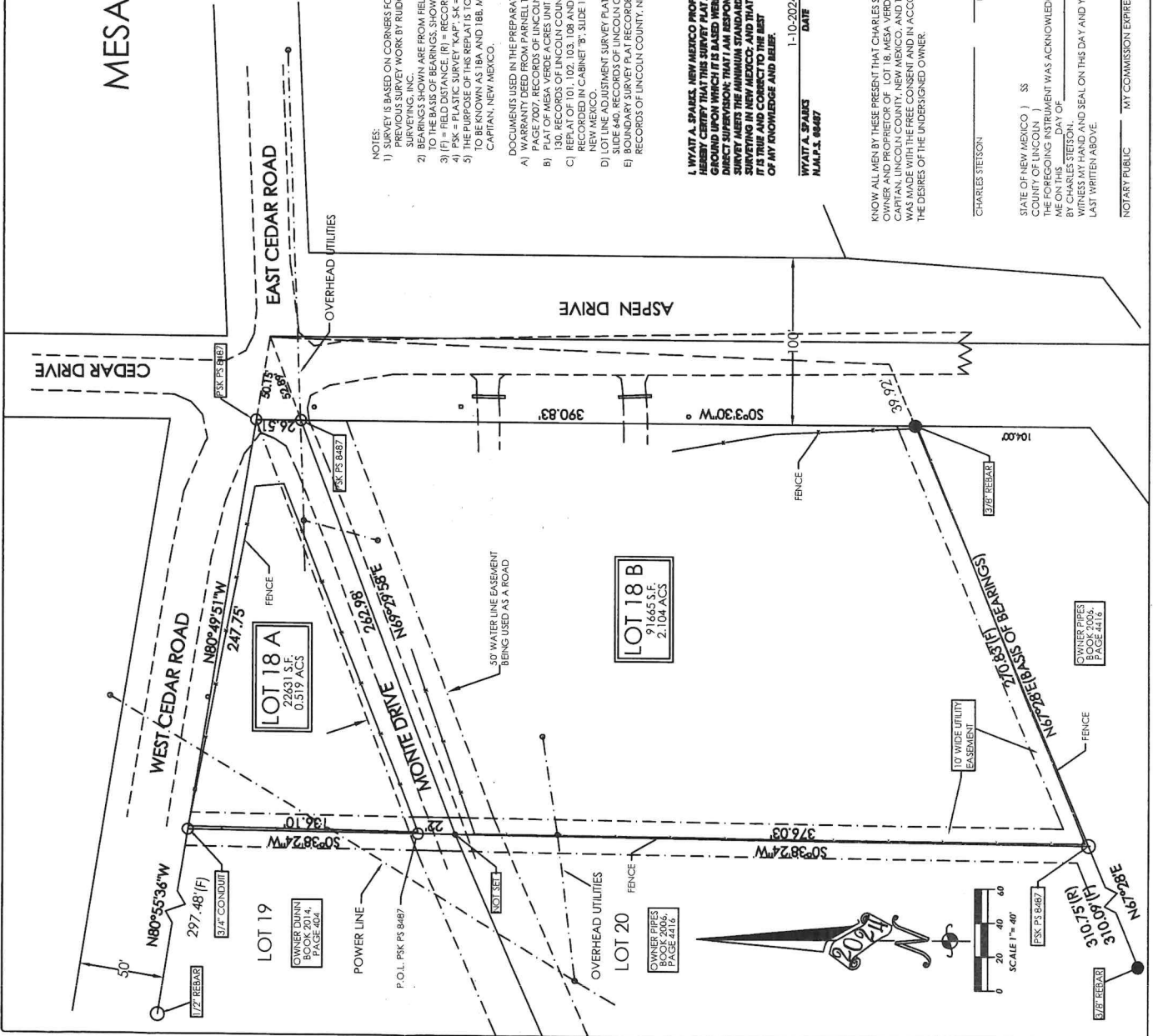
WYATT A. SPARKS
N.M.P.S. 8487
1-10-2024
DATE

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CAPITAN, LINCOLN COUNTY, NEW MEXICO, AND THAT THIS PLAT
WAS MADE WITH THE FREE CONSENT AND IN ACCORDANCE WITH
THE DESIRES OF THE UNDERSIGNED OWNER.

CHARLES STEINSON DATE

STATE OF NEW MEXICO)
COUNTY OF LINCOLN)
THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE
ME ON THIS DAY OF
BY CHARLES STEINSON,
WITNESS MY HAND AND SEAL ON THIS DAY AND YEAR
LAST WRITTEN ABOVE.

NOTARY PUBLIC MY COMMISSION EXPIRES



THIS PLAT IS APPROVED BY THE VILLAGE OF RUIDOSO
UNDER THE SUMMARY PROCEDURE ON THIS
DATE OF _____, 2024.

VILLAGE OF CAPITAN MAYOR

ATTEST: VILLAGE OF CAPITAN CLERK

PLANNING ADMINISTRATOR

THE LINCOLN COUNTY ASSESSOR'S OFFICE CERTIFIES
THAT TAXES ARE PAID THROUGH THE CURRENT TAXABLE
YEAR FOR THE PARCEL(S) SHOWN ON THIS PLAT.

WALTER HILL
COUNTY ASSESSOR

INDEXING INFORMATION FOR COUNTY CLERK
STEINSON MESA VERDE ACRES UNIT 3
OWNER OF PROPERTY SUBDIVISION
UPC: 40750512523 OWNER # 333790



2007 1/2 SUBDIVISION DRIVE
RUIDOSO, N.M. 88346 PH. 257-3218
ruidosolandsurveying@gmail.com
SCALE 1"=40' PLAT 102
DATE 1-9-2024 SHEET 1 OF 1
DRAWN W.A.S.

FOR VILLAGE USE ONLY					
		/			/
Application Complete Clerks Initials		Next schedule meeting of the Planning Board		Nexted scheduled meeting of the Board of Trustees (after Planning Board Meeting Date)	
		/			/
Approved by Planning Board Signature #1		Approved by Planning Board Signature #2		Date	
		/			/
Code Enforcement Officer Printed Name		Code Enforcement Signature		Date	



TRANSFER ON DEATH DEED

JAMES WILLIAM HALL and JANET RUDBERT HALL, a married couple, whose address is 129 Monterrey Drive, White Rock, NM, 87547, as owners, transfer upon the death of both of them to MELINDA HALL HACKER whose address is PO Box 942, Carrizozo, NM, 88301, the following described real property in Lincoln County, New Mexico. THIS TRANSFER ON DEATH DEED IS REVOCABLE. IT DOES NOT TRANSFER ANY OWNERSHIP UNTIL THE DEATH OF BOTH OWNERS. IT REVOKES ALL PRIOR BENEFICIARY DESIGNATIONS BY THIS OWNER FOR THIS INTEREST IN REAL PROPERTY.

ALL OF LOT 19 AND WESTERLY 5 FEET OF LOT 11, BLOCK 2, DOCKRAY ADDITION, CAPITAN, LINCOLN COUNTY, NEW MEXICO, AS SHOWN BY THE PLAT THEREOF FILED IN THE OFFICE OF THE COUNTY CLERK OF LINCOLN COUNTY, NEW MEXICO.

AND

A TRACT OF LAND 19 FEET BY 127 FEET, BETWEEN AND ABUTTING LOTS 11 AND 19, BLOCK 2, AND A TRACT OF LAND 68 FEET BY 100 FEET JUST SOUTH OF LOT 19, BLOCK 2 DOCKRAY ADDITION, CAPITAN, LINCOLN COUNTY, NEW MEXICO.

SUBJECT TO ALL RESERVATIONS, RESTRICTIONS, EASEMENTS AND COVENANTS OF RECORD.

Witness our hands and seals this 7 day of November, 2018.


JAMES WILLIAM HALL


JANET RUDBERG HALL

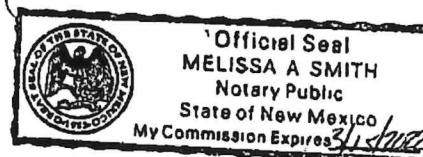
ACKNOWLEDGMENT

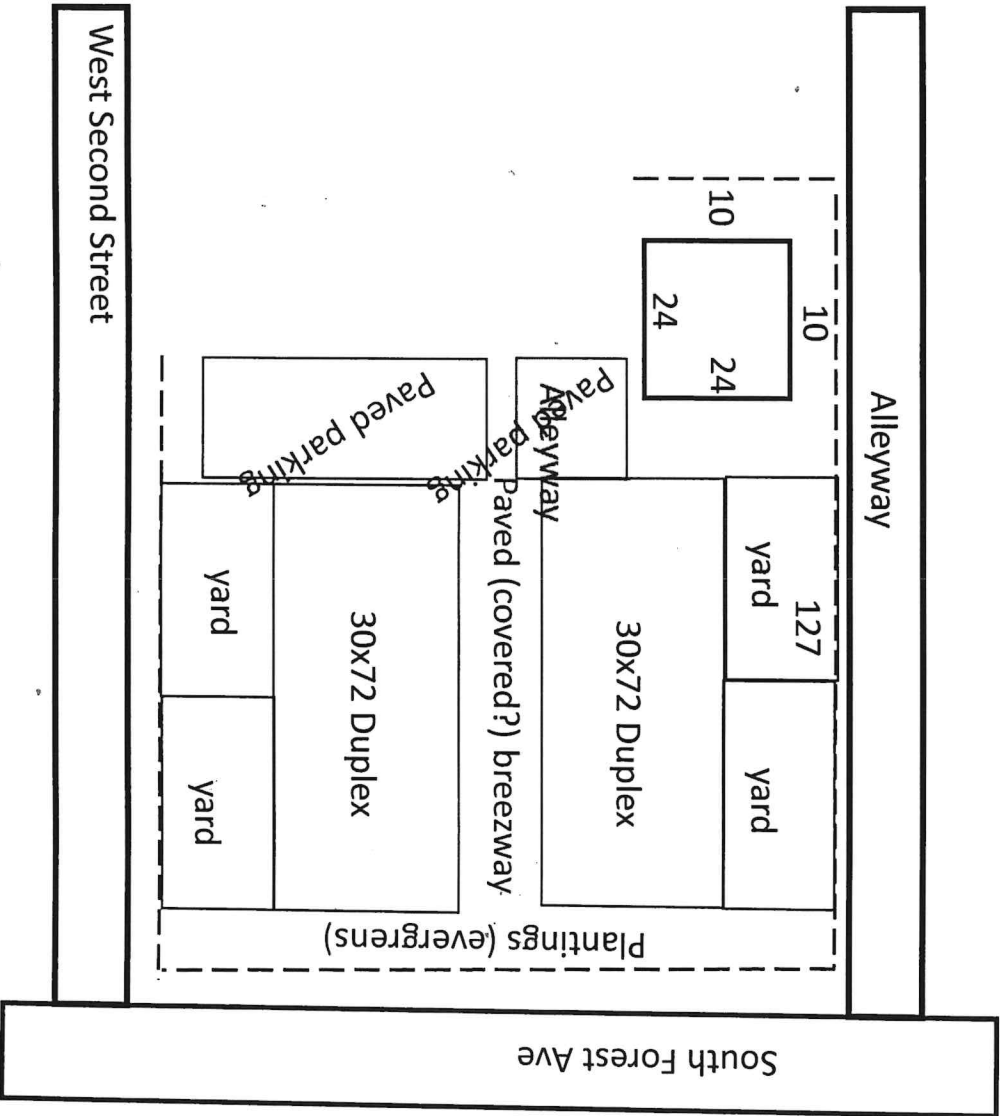
STATE OF NEW MEXICO)
) ss.
COUNTY OF LOS ALAMOS)

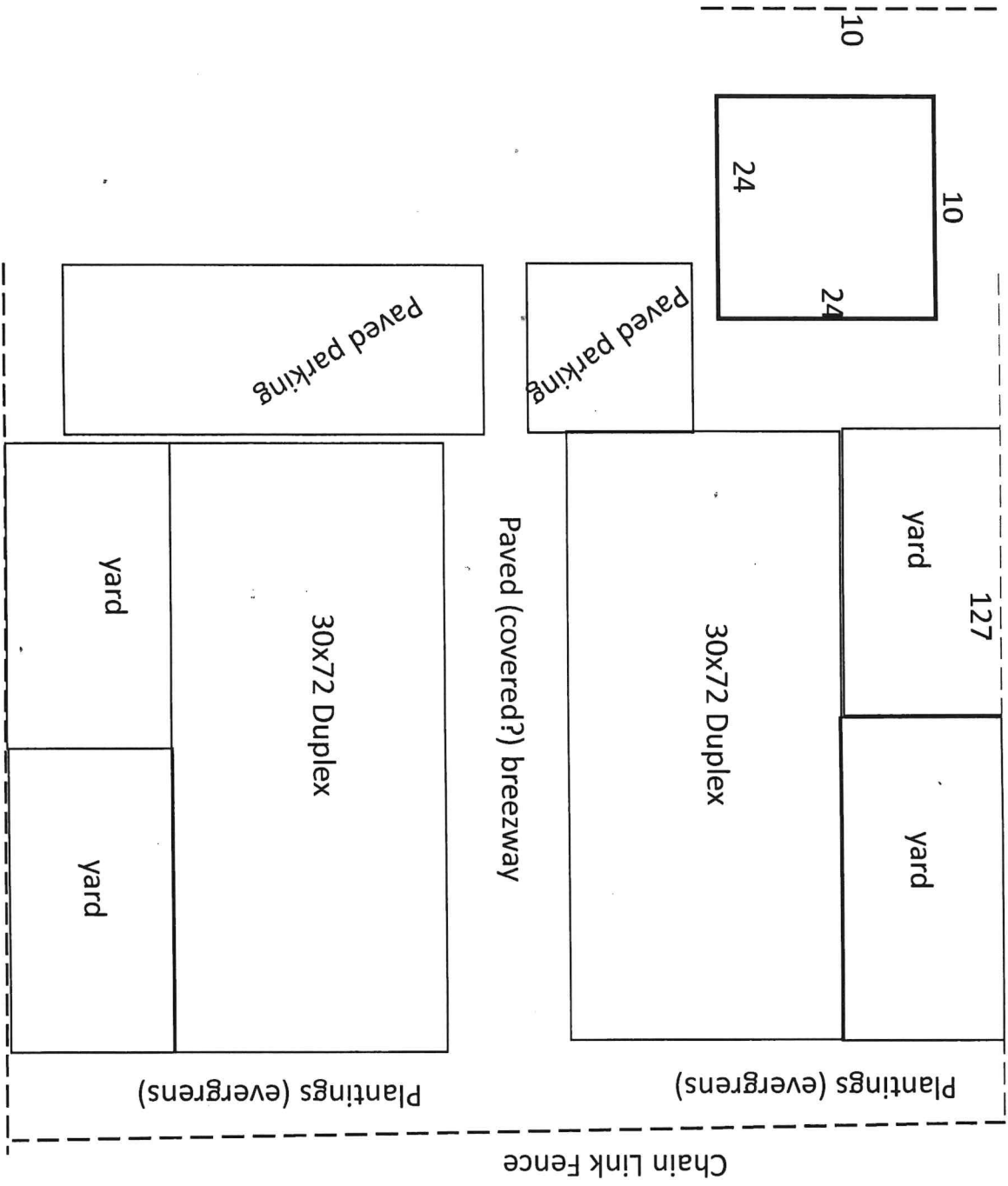
This instrument was acknowledged before me this 7th day of November, 2018, by JAMES WILLIAM HALL and JANET RUDBERG HALL.


NOTARY PUBLIC

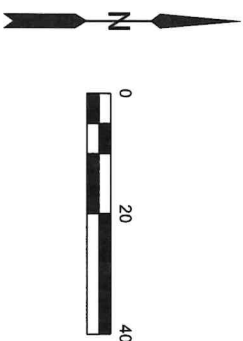
My Commission Expires: 03/15/2022







LEGAL DESCRIPTION: Lot 19, Block 2, Dockray Addition, The Westerly 5 feet of Lot 11, Block 2, Dockray Addition and a tract of land 19.9x127' lying between and abutting Lots 11 and 19 and a tract of land 68x100 feet lying just south of Lot 19, Block 2, Dockray Addition, Capitan, Lincoln County, New Mexico.



CERTIFICATE:

I, DENNIS E. RICH, NEW MEXICO PROFESSIONAL SURVEYOR NUMBER 20544, HEREBY CERTIFY THAT THIS PLAT WAS PREPARED FROM AN ACTUAL GROUND SURVEY PERFORMED BY ME OR UNDER MY SUPERVISION, THAT I AM RESPONSIBLE FOR THIS SURVEY, THAT THIS SURVEY IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, THAT THIS PLAT AND THE FIELD SURVEY UPON WHICH IT IS BASED MEET THE MINIMUM STANDARDS FOR SURVEYS IN NEW MEXICO.

THIS IS A BUILDING PERMIT PLAT FOR PROPOSED IMPROVEMENTS ON AN EXISTING TRACT OF LAND. THIS IS NOT A BOUNDARY SURVEY AS DEFINED BY THE MINIMUM STANDARDS FOR SURVEYING IN NEW MEXICO.

JANUARY 18, 2024
DATE OF SURVEY

Dennis E. Rich
DENNIS E. RICH, NMPS NO. 20544

DRAWN BY DER	DATE 02/28/24
SCALE 1"=20'	SHEET 1 of 1
SIERRA BLANCA LAND SURVEYS P.O. BOX 575 229 HAILSTORM ROAD CAPITAN, NM 88316 (575) 937-5896 NMPLS # 20544	
JOB NUMBER 23-287	