



VALENCIA COUNTY PLANNING & ZONING COMMISSION

M-I-N-U-T-E-S

Tuesday August 22, 2023 @ 3:00 pm
Valencia County Administration Building
444 Luna Ave, Los Lunas, NM 87031

Table with 2 columns: PRESENT and ABSENT. Lists names of attendees and their roles.

Also present were: Mayra Banuelos

1) CALL THE MEETING TO ORDER

A. At 3:10 PM Chair Sublett brought the meeting to order.

2) PLEDGE OF ALLEGIANCE

B. Chair Sublett asked Tammy Sublett to lead the Planning & Zoning Commission and the audience in the Pledge of Allegiance.

3) APPROVAL OF AGENDA

C. Planning & Zoning Commissioners reviewed the Agenda

- APPROVAL: Motion to approve Agenda.
MOVED: Commissioner Freeman
SECONDED: Commissioner Aguilar
CARRIED: Motion PASSED on a Vote of 4 FOR and 0 AGAINST (Commissioner Moran – YES; Commissioner Aguilar – YES; Commissioner Freeman – YES; Commissioner Sublett -YES).

4) APPROVAL OF MINUTES June 27, 2023 County Planning & Zoning Minutes.

- APPROVAL: Motion to approve Minutes as presented.
MOVED: Commissioner Aguilar
SECONDED: Commissioner Freeman
CARRIED: Motion PASSED on a Vote of 4 FOR and 0 AGAINST (Commissioner Moran – YES; Commissioner Aguilar – YES; Commissioner Freeman – YES; Commissioner Sublett - YES).



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30 **5) STAFF REPORT:** Land Use Planner **Ryan Baca** updated commissioners on the approval status of the  
31 zone change 2022-027 that went before the BoCC in July. Matters of the county continued with big  
32 changes within the Dept., One Code Enforcement Officer has transferred over to Animal Control and  
33 Cindy, the former Administrative Assistant has also left the Dept. and is now with the Detention Center.  
34 Job interviews were conducted last week which resulted in two new hires, MaryCarmen will be the new  
35 Administrative Assistant and Mark Sisneros will be the new Code Enforcement Officer, both are  
36 expected to start in September. **Melissa-** welcomed Jerrie Romero as the Land Use Planner Assistant  
37 and mentioned she will now be present and coordinate the facilitation of these meetings. All members  
38 welcomed Ms. Romero. **Chairman Sublett-** gave high regards to the Summer Internship Program and  
39 mentioned he appreciated seeing the youth first hand assisting our Depts. **Melissa-** added to the  
40 discussion, Isabella a former summer intern for our Dept. just graduated from High School and was  
41 recently accepted through the Workforce Solutions to continuing interning for Valencia County. while  
42 continuing with her higher education.

### 43 **6) SWEARING IN OF PARTICIPANTS**

44 **Chair Sublett swore in participants who would be speaking during hearing.**

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### 46 **7) ACTION ITEM(S)**

#### 47 **A. Conditional Use #2023-046 (District II, P&Z Commissioner Freeman, BoCC Richardson)**

48 *The property owners request a Conditional Use to develop the site for a church and construct*  
49 *a new temple to hold services. Legal Description: Subd: MESA VIEW ADDITION Block: 1 Tract:*  
50 *9F3 Unit: 1 1.13 AC B-6-28 1996 REV; Located at 6 Saxon CT, Los Lunas, NM 87031; UPC 1-*  
51 *015-038-368-090-000000; Zoned Rural Residential District 1 (RR-1)*

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55 **Background:** This request is for a Conditional Use of a property currently zoned Rural Residential  
56 District 1 (RR-1) to develop the site for the Ministerios Eben-Ezer, a local community Christian  
57 church and to construct a new temple to hold services. Based upon the application and all available  
58 supporting information, this request does appear to meet all the applicable standards and criteria  
59 for a conditional use within Sections 154.057 of the Valencia County Zoning Code.

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62 **Discussion ensued:** Mayra Banuelos, Administrative Director of the Ministerios Eben- Ezer a local  
63 community Christian church has been serving a place of worship and gatherings every week. The Church  
64 originated from Arizona and has been servicing the community of Los Lunas for 12 years and 7 out of  
65 those years in the Meadowlake area. Since then this church community has grown and Ms. Banuelos  
66 stood before the board requesting the approval to develop this site for a church and to build a new  
67 bigger temple estimated at 2,100 sq.ft. on 6 Saxon Ct. in Los Lunas. The pre-existing facility on the  
68 property is currently 1,960 sq.ft. The church community plans to use this facility already in place for



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69 classrooms and vacation bible school for the young children and youth. Whereas the new temple will  
70 serve as a house of worship for the families. This is the only Christian church in this Community.

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73 **P & Z Line of Questioning:** Commissioners discussed in detail with Ms. Banuelos plans on building a  
74 large structure with a pre-existing mobile home on the property and the usage. Continuation with  
75 discussion of well services, septic systems, traffic location, and compliancy with county setbacks and Fire  
76 Safety. **Freeman** opened on septic system (s) supporting two structures, **Staff** in response, If the  
77 conditional use is approved, the septic system (s) will be addressed on the site design review as part of  
78 county requirement and New Mexico Environment will be permitting the septic (s) for the intended use.  
79 **Freeman** continued on hours of operation for services and attendees. **Mayra** in response, Sundays,  
80 Tuesdays and Fridays, and peak of attendance agreed upon is 75. **Sublett** directed a question to staff if  
81 the Notice of Public Hearing letters were mailed out to neighboring properties? **Staff** in response, Yes  
82 the letters were sent out, 300 ft. of the property boundaries with no responses from the public. **Aguilar**,  
83 directed question to Mayra, on the general purpose of the mobile home, if it were to remain on the  
84 property. **Mayra** in response, Yes the plan is to keep the mobile home for classroom purposes, whereas  
85 the new building will be used for gatherings and worship. **Aguilar**, questions if the distance setbacks are  
86 in compliance for two structures on the property. **Staff** in response, Yes the structures are compliant  
87 according to county ordinance the minimum is 10 ft. setback between structures. **Moran**, questions the  
88 primary location having two access points, Saxon Rd. and Meadowlake Road and if NMDOT will be  
89 addressed on site design review on traffic safety. **Mayra** in response, The plan is to close Saxon Rd. and  
90 open Meadowlake Rd. as the primary road if permitted. **Staff** in response, Our county Safety and  
91 Compliance Manager has brought up potential safety concerns on either location and recommends  
92 NMDOT review this. This concern will be addressed in the site design review, if the conditional use  
93 permit is approved. **Sublett**, opens questions on permit compliance on mobile home used as a church  
94 **Mayra** in response, Yes the mobile home is in compliance with county permit, used as a community  
95 center and place of worship. **Staff** will provide research on this permitting. **Sublett**, on property well  
96 services **Mayra** in response, Yes the property is on a shared well and the well owners are located at 275  
97 Meadowlake Rd. and the community center is responsible for the expense on their water usage.  
98 **Freeman** on Fire Safety compliance for public use. **Mayra** in response, Yearly inspections are done on  
99 the mobile home but not directly with the fire dept. if the county recommends this the center will  
100 comply. **Moran** on the time period of this conditional use, if the church is not compliant, what happens  
101 after two years? **Staff** in response, Conditional use permits will be reexamined after two years by a staff  
102 review to verify compliance.

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105 **APPROVAL:** Motion to Approve Conditional Use with additional conditions added to  
106 the Site Design Review on the Traffic Study, recommended by the board  
107 to close 6 Saxon Ct. and to use Meadow Lake Road as the main entrance  
108 and to create a new address for this property. – **APPROVED with these**  
109 **conditions.**



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110 **MOVED:** Commissioner Freeman  
111 **SECONDED:** Commissioner Moran  
112 **CARRIED:** Motion approved on a Vote of **4 FOR and 0 AGAINST (Commissioner**  
113 **Moran – YES; Commissioner Aguilar – YES; Commissioner Freeman –**  
114 **YES; Commissioner Sublett - YES).**  
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117 **8) Next Meeting:** Tuesday September 26, 2023 at 3:00 p.m.  
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120 **9) Adjournment:**  
121 **MOVED:** Motion to adjourn made by Commissioner Freeman  
122 **SECONDED:** Motioned second by Commissioner Aguilar  
123 **CARRIED:** Motion PASSED on a Vote of **4 FOR and 0 AGAINST (Commissioner**  
124 **Moran - YES; Commissioner Aguilar- YES; Commissioner Freeman –**  
125 **YES; Commissioner Sublett – YES).**