



Valencia County
Community Development Department
444 Luna Avenue ♦ P.O. Box 1119
Los Lunas, New Mexico 87031
Office: 505.866.2050 ♦ Fax: 505.866.3355

March 17, 2020

To: Residents of Valencia County
From: Nancy Jo Gonzales, Community Development Director for Valencia County
Re: COVID-19 Operational Changes for the Community Development Department

This notice is to provide an update on changes in operation for the Valencia County Community Development Department due to the COVID-19 pandemic and public health directives. The office of Governor Michelle Lujan Grisham and the New Mexico Department of Health recommend that local governments take steps to limit person-to-person contact to reduce the spread of COVID-19.

The Valencia County Community Development Department is implementing temporary changes to our operations, which will be in effect until further notice. The changes are intended to minimize traffic through our offices. Please see the following information:

Business Licenses:

- Renewals or new applications can be mailed to **Attn: Valencia County Planning & Zoning Office, PO Box 1119, Los Lunas, NM 87031** – Checks or money orders can be mailed with your paperwork. Please see www.co.valencia.nm.us for full application and fee information.
- Contact the main department line at **(505) 866-2050** for questions or assistance.

Applications:

- Applications can be mailed to **Attn: Valencia County Planning & Zoning Office, PO Box 1119, Los Lunas, NM 87031** – Checks or money orders can be mailed with your paperwork. Please see www.co.valencia.nm.us for full application and fee information.
- Applications can be emailed to: **Cindy.Nevarez@co.valencia.nm.us**
- Any applications brought to the office can be left in the Drop Box in the lobby of the Planning & Zoning Office (South Hall of 444 Luna Ave)
- We will review all applications dropped off, mailed or emailed and respond to via phone or email. If you owe a payment for your application, we will send you an invoice so that you can mail a check or money order.
- Contact the main department line at **(505) 866-2050** for questions or assistance.

Code Enforcement Complaints: Complaints will be reviewed and emergency situations will be addressed. Non-emergency situations - such as overgrown weeds, cars parked in wrong direction, barking dogs – will be tracked. We will begin issuing notices of violation for non-

Jhonathan Aragon, Chair, District V ♦ Gerard Saiz, Vice-Chair, District I ♦
Tom Mraz, District II ♦ David A. Hyder, District III ♦ Charles D. Eaton, District IV
Daniel Monette, County Manager

emergency situations after restrictions are lifted. Please direct complaints to the online code enforcement complaint form or to **(505) 866-2054**.

Temporary Use/Special Events: Until further notice, we will **NOT** issue temporary use permits for special events.

Meetings: Meetings must be scheduled in advance. Please consider whether your meeting can take place over the phone or email.

Questions: Please call or email with any questions. Call the Community Development Department main line at **(505) 866-2050** for general questions or review the contact information below if you know who you are trying to reach.

Community Development			
Community Development Main Line		866-2050	
Community Development Director	Nancy Gonzales	866-2072	Nancy.Gonzales@co.valencia.nm.us
Planner I Rural Addressor	Gabriel Luna	866-2051	Gabriel.Luna@co.valencia.nm.us
Code Enforcement	Main Line	866-2054	
Administrative Assistant	Cindy Nevarez	866-2050	Cindy.Nevarez@co.valencia.nm.us

We thank you for your understanding and cooperation during this time.

Sincerely,

Nancy Jo Gonzales, Community Development Director