

EXHIBIT B

STAFF SUMMARY FOR CASE: SUP-25-0147



Roswell Planning & Zoning Commission

Tuesday, November 4, 2025

Roswell Community Development Conference Room

400 W 2nd Street

Roswell, NM 88203

DESCRIPTION OF ZONING APPLICATION REQUEST:

CASE SUP-25-0147: Request for approval of a Special Use Permit for a professional office in the R-3 Residential Zoning District.

APPLICATION: CASE SUP-25-0147: Request for approval of a Special Use Permit for a professional office in the R-3 residential zoning district.

I. Property Under Consideration:

Property Address: 905 W 19th Street

Legal Summary: ALDERSGATE METHODIST CHURCH SUMMARY PLAT
Tract: B Quarter: NW S: 29 T: 10S R: 24E DOC# 202104475 WD

Property Owner: Jennifer Homes LLC

Applicant: Jennifer Homes LLC

II. Site Data:

Site Area: 3.01900 Acres

UPC(s): 4-135-060-157-239-000000

Existing Land Use: Former Place of Worship – building and grounds
Building is 5,144 square feet

Proposed Land Use: Professional Office for counseling

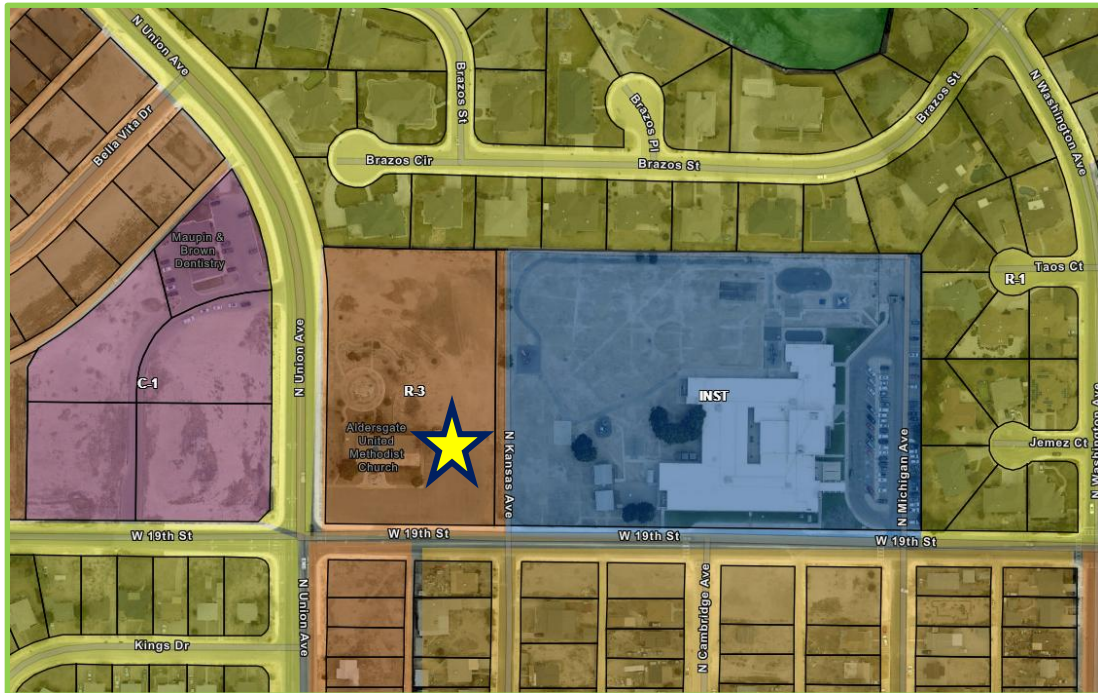
Existing Zoning: R-3 Residential Zoning District

Table 1: Adjacent Existing Land Use and Zoning to the property under consideration		
Direction:	Land Use:	Zoning:
North	Residential	R-1
South	Residential	R-2 & R-3
West	Dental Office and Vacant Land zoned Neighborhood Commercial	C-1
East	Military Heights Elementary School – Institutional Zoning District	INST

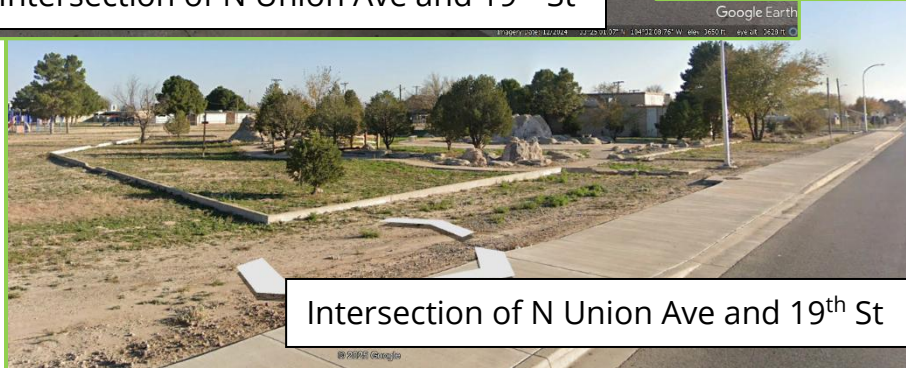
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Zoning Map showing property in R-3 Zoning District for SUP-25-0147



Intersection of N Union Ave and 19th St



Intersection of N Union Ave and 19th St

Google Earth Street Views 12/24 of property under consideration

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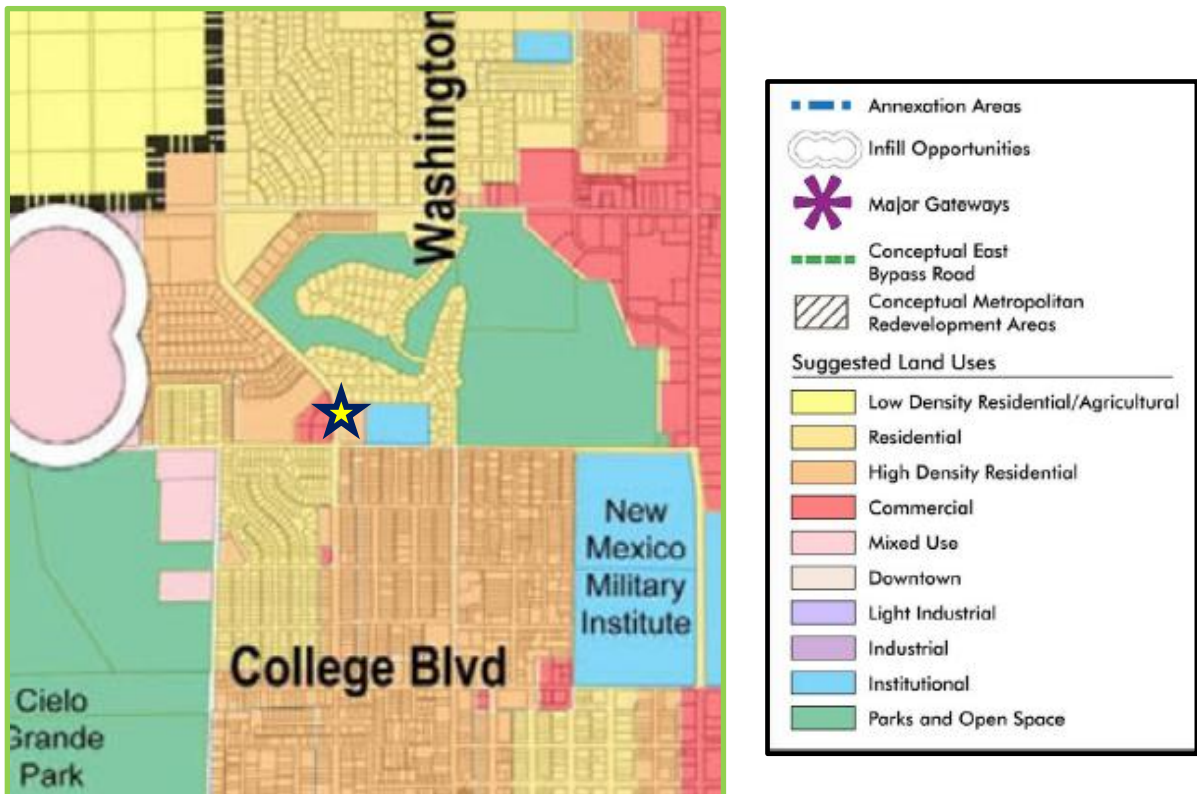
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III. Intent of Petition:

The applicant for Zoning Case SUP-25-0147 requests approval of a Special Use Permit for a professional office in the R-3 Residential Zoning District. The sale of the property to a counseling practice is pending the approval of this request.

IV. Planning & Zoning Commission Considerations from Staff Review:

1. The property under consideration is a 3-acre lot located in the R-3 Residential District.
2. The property is on the northeast corner of the intersection served by W 19th Street classified as a Major Collector and N Union is classified as a Minor Arterial on the Functional Street Classification Plan.
3. The 2016 Comprehensive Master Plan Preferred Land Use Scenario Map shows the property under consideration in a preferred high-density residential adjacent next to an institutional use (public school in this case) and across N Union Avenue from a commercial node.



Excerpt from 2016 *Comprehensive Master Plan Preferred Land Use Scenario Map* showing property in residential area and mixed-use area.

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4. Roswell Zoning Ordinance Article 16: R-3 Residential District Section 2. Use Regulations B Special Uses allows “8. Professional offices not to exceed 10,000 square feet in gross floor area, where an additional 5% landscaping shall be provided and side yard setbacks on interior lot lines shall be no less than 10 feet.”
5. Chaves County Assessor Information indicates the existing building is 5,144 square feet in area.
6. There is an existing paved parking area to accommodate this proposed use.

V. Findings of Fact (Conclusions of Law):

1. A notice of the time and place of the public hearing for this case was published in the Roswell Daily Record at least fifteen (15) days prior to the date of this hearing.
2. Notifications of the public hearing were mailed via certified mail with return receipt requested to property owners of record, as shown by the Chaves County Assessor Map, with lots or land within one-hundred (100) feet of the area under consideration, excluding public rights-of-way.
3. This agenda, which includes this case, has been posted at City Hall and on the City of Roswell's website for over seventy-two (72) hours as required by State of New Mexico law for a public hearing.
4. The property under consideration is currently within the jurisdiction of the City of Roswell, New Mexico.
5. Roswell Planning & Zoning Commission has jurisdiction to review this application and render a final decision.
6. As of the time of this writing, the Planning & Zoning Office has received zero (0) written protests, zero (0) verbal protests, and one (1) inquiry by from Roswell Independent School District.
7. The property is located in the R-3 Zoning District and professional offices are allowed with a Special Use Permit in the R-3 Zoning District.
8. The property under consideration is located outside a Flood Hazard Zone designated by FEMA.
9. City of Roswell Zoning Ordinance “Article 16: R-3 Residential District B. Special Uses are as follows 15: Professional offices not to exceed 10,000 square feet in gross floor area, where an additional 5% landscaping shall be provided and side yard setbacks on interior lot lines shall be no less than 10 feet.”

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10. City of Roswell Zoning Ordinance Article 3 Section 8. Special Uses Paragraph D allows the Planning and Zoning Commission to “decide whether or not to approve a request for a special use. In its deliberations, the Planning and Zoning Commission shall consider the impact of a special use upon the public health, safety, and welfare of the community; the existing and anticipated vehicular/pedestrian traffic flows; parking conditions, setbacks, and height; landscaping and screening; open spaces; signage; lighting; and other items. The Planning and Zoning Commission shall not approve a special use unless it finds it conforms to the City’s Land Use Plan, is in the public interest and is not solely in the interest of the applicant.”
11. Granting a Special Use Permit for a professional office would be consistent and compatible with the land use pattern established in the R-3 Residential Zoning District at this mixed-use intersection of W 19th Street and Union Avenue.
12. Granting a Special Use Permit for a professional office for the property under consideration is not contrary to the public interest and would provide much needed behavioral and mental health care.

VI. Action by the Planning & Zoning Commission:

1. Unless evidence to the contrary is introduced in the public hearing, based on the Land Use and Zoning Considerations, Findings of Fact, and materials provided, it is recommended that the **Planning and Zoning Commission introduce a motion and vote on Zoning Case SUP-25-0147.**