



MICHAEL NEALEIGH
Mayor

ROBERT WILSON
Mayor Pro-Tem.

VILLAGE OF JEMEZ SPRINGS

Municipal Office

80 Jemez Springs Plaza

PO Box 269, Jemez Springs, NM 87025

Phone (575) 829-3540 • Fax (575) 829-3339

Heather Gutierrez, Interim Clerk

voffice@jemezsprings.gov

Website: www.jemezsprings.gov

Federal Tax ID (EIN): 85-0205847



JUDY BOYD
Trustee
VICTORIA MARTINEZ
Trustee
JAMES MCCUE
Trustee

Village of Jemez Springs Planning and Zoning Commission
Regular Meeting Minutes
September 27, 2026 at 6:30 pm
Conference Room of the Josephine Shephard Memorial Office Building

1. **Call to Order:** Commission Chair Andrew Adaryukov called the meeting to order at 6:30PM.
 - a. Commissioners present: Andrew Adaryukov, Susanna Cooper, Cliff Elliott (by phone), Fred Simmank, Cheryl Denney, Jay Gourley
 - b. Members absent: None
 - c. Guests: Talia Michelle (by phone)
2. **Certification of Meeting and Agenda:** Chair Adaryukov certified the notice of meeting and agenda were posted as required by Open Meetings Act.
3. **Approval of Minutes:** Commissioner Gourley moved that the minutes of the regular meeting of August 25, 2026 be approved as submitted. The motion was seconded by Commissioner Simmank. Vote: Unanimous "aye." The minutes were approved.
4. **Reports:** The Chair reported to the Commission that a hearing was held on September 15, 2026 by the Jemez Springs Village Council regarding the appeal of the Commission's decision to grant the conditional-use approval of short-term occupancy rentals for the property located at 16443 Highway 4 in Jemez Springs. The Chair reported that the Village Council affirmed the decision of the Commission. There were no other reports.
5. **Old Business:**
 - a. Rules Governing Meeting Procedure. A motion was made by Commissioner Gourley to adopt the Rules of Procedure used by the Village of Jemez Springs Village Council (Village Council Resolution No. 2026-002, adopted by the Council Jan 20, 2026) to govern the meeting procedures of the Planning & Zoning Commission. Motion was seconded by Commissioner Cooper. A roll call vote was taken:
Commission Chair Adaryukov: Aye
Commissioner Cooper: Aye
Commissioner Elliott: Aye
Commissioner Simmank: Aye
Commissioner Denney: Aye
Commissioner Gourley: Aye
 - b. Procedure for Flood Plain Determination: The Chair introduced the issue and noted that some P&Z applications require a flood plain determination. It was noted that the P&Z Commission has delegated the authority to make the flood plain determination to the Sandoval County Certified Flood Plain Administrator. Discussion was had, and public input from Talia Michelle was heard, concerning the application of the requirement contained in Section 130-15 of the Village of Jemez Springs Code that "[a] determination by the Sandoval

County Certified Flood Plain Manager must be made prior to any determination from the Village of Jemez Springs Planning and Zoning Commission.” The conclusion was made that, in compliance with Section 130-15, the applicant is responsible for getting the flood plain determination from Sandoval County prior to submitting the completed zoning application to the P&Z Commission for consideration and decision.

6. **New Business:** Acceptance of Electromagnetic Environment Survey submitted by Command Wireless. A motion was made by Commissioner Denney to accept the survey as submitted; the motion was seconded by Commissioner Cooper. The vote was a unanimous “aye.” The motion passed.
7. **Administrative Matters:** The next meeting of the P&Z Commission is set for Tuesday, October 27, 2026 at 6:30PM in the Library Conference Room.
8. The meeting was adjourned at 7:45 pm.