



October 9, 2025

Planning and Land Use Department  
City of Santa Fe  
200 Lincoln Avenue  
Santa Fe, NM 87501

**RE: Special Use Permit Application – 2501 Cactus Ln, Santa Fe, NM 87507**

Dear Joel,

I am writing to respectfully request review and approval of a Special Use Permit (SUP) application for the property located at 2501 Cactus Lane, Santa Fe, NM 87507, for the proposed use as a church, in accordance with the City's Land Development Code. The subject property comprises 54,992 square feet, is zoned R-1 (Residential - Single-Family), and includes a proposed total building area of 4,800 square feet.

In accordance with **Section 14-3.6(D)** of the Santa Fe Land Development Code, this application addresses the required criteria for approval as follows:

**(a) Land Use Board Authority**

*that the land use board has the authority under the section of Chapter 14 described in the application to grant a special use permit,*

The Planning Commission (or other designated land use board) has authority under Section 14-3.6(D) and Table 14-6.1-1 (Permitted Uses) of the Land Development Code to grant a Special Use Permit for a place of worship within the R-1 Residential District.

This request is made in accordance with those provisions and follows the City's established procedures for Special Use Permits.

**(b) Public Interest**

*that granting the special use permit does not adversely affect the public interest, and*

Granting this Special Use Permit will not adversely affect the public interest.

The proposed worship facility provides a community benefit by offering a faith-based, educational, and family-oriented environment that supports neighborhood cohesion.

Site design incorporates safe vehicle and pedestrian access, on-site parking, water-harvesting infrastructure, and landscaping to ensure that operations do not negatively impact nearby residents.

Service hours will be primarily on Sundays with some evenings and weekends, further reducing any potential conflicts with surrounding residential activity.

The project enhances community services while maintaining the quiet residential character of the area.

### **(c) Compatibility with Surrounding Properties**

*that the use and any associated buildings are compatible with and adaptable to buildings, structures and uses of the abutting property and other properties in the vicinity of the premises under consideration.*

The proposed use and associated building are compatible with and adaptable to surrounding residential and institutional properties.

The facility's single-story design, modest height, and materials reflect the architectural character of the neighborhood.

Extensive landscaping, setback compliance, and lighting standards ensure visual harmony and minimize off-site impacts.

All utilities and infrastructure are available and sufficient to serve the proposed use, and the site layout supports safe access for pedestrians and vehicles, including ADA-compliant routes.

Overall, the design demonstrates a thoughtful integration into the existing built environment and contributes positively to the neighborhood fabric.

We respectfully request your consideration of this Special Use Permit application and welcome the opportunity to engage in any review process, staff discussions, or public hearings required as part of this application.

Please do not hesitate to contact me at **(505) 557-4060** or via email at **[jennifer@santafepermits.com](mailto:jennifer@santafepermits.com)** should you require any additional information or clarification.

Thank you for your time and thoughtful review.

Sincerely,

Jennifer Salimbene  
Santa Fe Permits