



Supplemental Form (SF)

SUBDIVISION

- Major subdivision action
- Minor subdivision action
- Vacation
- Variance (Non-Zoning)

SITE DEVELOPMENT PLAN

- for Subdivision
- for Building Permit
- Administrative Amendment (AA)
- Administrative Approval (DRT, URT, etc.)
- IP Master Development Plan
- Cert. of Appropriateness (LUCC)

STORM DRAINAGE (Form D)

- Storm Drainage Cost Allocation Plan

S Z ZONING & PLANNING

- Annexation
- V** Zone Map Amendment (Establish or Change Zoning, includes Zoning within Sector Development Plans)
- P** Adoption of Rank 2 or 3 Plan or similar
- Text Amendment to Adopted Rank 1, 2 or 3 Plan(s), Zoning Code, or Subd. Regulations
- D** Street Name Change (Local & Collector)
- L A** **APPEAL / PROTEST of...**
- Decision by: DRB, EPC, LUCC, Planning Director, ZEO, ZHE, Board of Appeals, other

PRINT OR TYPE IN BLACK INK ONLY. The applicant or agent must submit the completed application in person to the Planning Department Development Services Center, 600 2nd Street NW, Albuquerque, NM 87102. Fees must be paid at the time of application. Refer to supplemental forms for submittal requirements.

APPLICATION INFORMATION:

Professional/Agent (if any): Wilson & Company Engineers & Architects - Maryam Giahi PHONE: 505-348-4000
 ADDRESS: 4900 Lang Ave, NE FAX: 505-348-4055
 CITY: Albuquerque STATE NM ZIP 87109 E-MAIL: maryam.giahi@wilsonco.com
 APPLICANT: Elk Haven. LLC, Frances Pavich, LLC PHONE: _____
 ADDRESS: 21 Vista Calle Circle FAX: _____
 CITY: Lamy STATE NM ZIP 87540 E-MAIL: fpavich@gmail.com
 Proprietary interest in site: Developer/Owner List all owners: _____

DESCRIPTION OF REQUEST: Preliminary Plat Approval; Sidewalk Deferral

Is the applicant seeking incentives pursuant to the Family Housing Development Program? Yes. No.

SITE INFORMATION: ACCURACY OF THE EXISTING LEGAL DESCRIPTION IS CRUCIAL! ATTACH A SEPARATE SHEET IF NECESSARY.

Lot or Tract No. Tract B-2 Block: _____ Unit: _____
 Subdiv/Addn/TBKA: The Bulk Land Plat of La Cuentista Subdivision Tract B-1 and B-2
 Existing Zoning: SU-2-VCUR Proposed zoning: N/A MRGCD Map No _____
 Zone Atlas page(s): C-10-Z UPC Code: 101006437513240404

CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX_, Z_, V_, S_, etc.): Project # 1005182
16-DRB-70143

CASE INFORMATION:

Within city limits? Yes Within 1000FT of a landfill? No
 No. of existing lots: 1 No. of proposed lots: 72 Total site area (acres): 11.19
 LOCATION OF PROPERTY BY STREETS: On or Near: Rosa Parks Road NW
 Between: Urraca Street NW and Calle Plata NW
 Check if project was previously reviewed by: Sketch Plat/Plan or Pre-application Review Team(PRT) Review Date: _____

SIGNATURE [Signature] DATE 9/2/16
 (Print Name) Maryam Giahi Applicant: Agent:

FOR OFFICIAL USE ONLY

Revised: 11/2014

<input type="checkbox"/> INTERNAL ROUTING	Application case numbers	Action	S.F.	Fees
<input type="checkbox"/> All checklists are complete	_____	_____	_____	\$ _____
<input type="checkbox"/> All fees have been collected	_____	_____	_____	\$ _____
<input type="checkbox"/> All case #s are assigned	_____	_____	_____	\$ _____
<input type="checkbox"/> AGIS copy has been sent	_____	_____	_____	\$ _____
<input type="checkbox"/> Case history #s are listed	_____	_____	_____	\$ _____
<input type="checkbox"/> Site is within 1000ft of a landfill	_____	_____	_____	\$ _____
<input type="checkbox"/> F.H.D.P. density bonus				Total
<input type="checkbox"/> F.H.D.P. fee rebate				\$ _____
	Hearing date _____			

Project # _____

Staff signature & Date _____

FORM S(2): SUBDIVISION - D.R.B. PUBLIC HEARING

A **Bulk Land Variance** requires application on FORM-V in addition to application for subdivision on FORM-S.

MAJOR SUBDIVISION PRELIMINARY PLAT APPROVAL (DRB13)

- 5 Acres or more: Certificate of No Effect or Approval
- Proposed Preliminary Plat including the Grading Plan (folded to fit into an 8.5" by 14" pocket) **24 copies**
- Proposed Infrastructure List
- Signed Preliminary Pre-Development Facilities Fee Agreement for **Residential** development only
- Design elevations & cross sections of perimeter walls **3 copies** (11" x 17" maximum)
- Zone Atlas map with the entire property(ies) clearly outlined
- Letter briefly describing, explaining, and justifying the request
- Property owner's and City Surveyor's signature on the proposed plat
- FORM DRWS Drainage Report, Water & Sewer availability statement filing information
- Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
- Sign Posting Agreement
- Signed** Pre-Annexation Agreement if Annexation required.
- TIS/AQIA Traffic Impact Study / Air Quality Impact Assessment form
- Fee (see schedule)
- List any original and/or related file numbers on the cover application

Preliminary plat approval expires after one year.
DRB Public hearings are approximately 30 DAYS after the filing deadline. Your attendance is required.

MAJOR SUBDIVISION AMENDMENT TO PRELIMINARY PLAT (DRB11) (with significant changes)

PLEASE NOTE: There are no clear distinctions between significant and minor changes with regard to subdivision amendments. Significant changes are those deemed by the DRB to require public notice and public hearing.

- Proposed Amended Preliminary Plat, and/or Infrastructure List, and/or Grading Plan (folded to fit into an 8.5" by 14" pocket) **24 copies**
- Original Preliminary Plat, and/or Infrastructure List, and/or Grading Plan (folded to fit into an 8.5" by 14" pocket)
- Zone Atlas map with the entire property(ies) clearly outlined
- Letter briefly describing, explaining, and justifying the request
- Property owner's and City Surveyor's signature on the proposed amended plat, if applicable
- Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
- Sign Posting Agreement
- List any original and/or related file numbers are listed on the cover application

Amended preliminary plat approval expires after one year.
DRB Public hearings are approximately 30 DAYS after the filing deadline. Your attendance is required.

MAJOR SUBDIVISION IMPROVEMENTS AGREEMENT EXTENSION (DRB09)

(Temporary sidewalk deferral extension use FORM-V)

- Zone Atlas map with the entire property(ies) clearly outlined
- Letter briefly describing, explaining, and justifying the request
- Plat or plan reduced to 8.5" x 11"
- Official D.R.B. Notice of the original approval
- Approved Infrastructure List. If not applicable, please initial. _____
- Previous SIA extension notice, if one has been issued. If not applicable, please initial. _____
- Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
- Sign Posting Agreement
- List any original and/or related file numbers on the cover application
- Fee (see schedule)

DRB Public hearings are approximately 30 DAYS after the filing deadline. Your attendance is required.

I, the applicant, acknowledge that any information required but not submitted with this application will likely result in deferral of actions.

MARYAM GIAHI

Maryam Giahi Applicant name (print)
[Signature] Applicant signature / date 9/2/16



Form revised **October 2007**

- Checklists complete
- Fees collected
- Case #s assigned
- Related #s listed

Application case numbers

Planner signature / date

 Project # _____

FORM V: SUBDIVISION VARIANCES & VACATIONS

(PUBLIC HEARING CASE)

- BULK LAND VARIANCE (DRB04)** **24 copies**
 - ___ Application for Minor Plat on FORM S-3, including those submittal requirements.
 - ___ Letter briefly describing and explaining: the request, compliance with the Development Process Manual, and all improvements to be waived.
 - ___ Notice on the proposed Plat that there are conditions to subsequent subdivision (refer to DPM)
 - ___ Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
 - ___ Sign Posting Agreement
 - ___ Fee (see schedule)
 - ___ List any original and/or related file numbers on the cover application

DRB Public hearings are approximately 30 DAYS after the filing deadline. Your attendance is required.

- VACATION OF PUBLIC EASEMENT (DRB27)**
- VACATION OF PUBLIC RIGHT-OF-WAY (DRB28)** **24 copies.**
 - ___ The complete document which created the public easement (folded to fit into an 8.5" by 14" pocket) **24 copies.**
(Not required for City owned public right-of-way.)
 - ___ Drawing showing the easement or right-of-way to be vacated, etc. (not to exceed 8.5" by 11") **24 copies**
 - ___ Zone Atlas map with the entire property(ies) clearly outlined
 - ___ Letter briefly describing, explaining, and justifying the request
 - ___ Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
 - ___ Sign Posting Agreement
 - ___ Fee (see schedule)
 - ___ List any original and/or related file numbers on the cover application

Unless the vacation is shown on a DRB approved plat recorded by the County Clerk within one year, it will expire.
DRB Public hearings are approximately 30 DAYS after the filing deadline. Your attendance is required.

- SEWALK VARIANCE (DRB20)**
- SEWALK WAIVER (DRB21)** **6 copies**
 - ___ Scale drawing showing the proposed variance or waiver (not to exceed 8.5" by 14")
 - ___ Zone Atlas map with the entire property(ies) clearly outlined
 - ___ Letter briefly describing, explaining, and justifying the variance or waiver
 - ___ List any original and/or related file numbers on the cover application

DRB meetings are approximately 8 DAYS after the Tuesday noon filing deadline. Your attendance is required.

- SUBDIVISION DESIGN VARIANCE FROM MINIMUM DPM STANDARDS (DRB25)** **24 copies**
 - ___ Scale drawing showing the location of the proposed variance or waiver (not to exceed 8.5" by 14")
 - ___ Zone Atlas map with the entire property(ies) clearly outlined
 - ___ Letter briefly describing, explaining, and justifying the variance
 - ___ Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
 - ___ Sign Posting Agreement
 - ___ Fee (see schedule)
 - ___ List any original and/or related file numbers on the cover application

DRB meetings are approximately 30 DAYS after the filing deadline. Your attendance is required.

- TEMPORARY DEFERRAL OF SEWALK CONSTRUCTION (DRB19)**
- EXTENSION OF THE SIA FOR TEMPORARY DEFERRAL OF SEWALK CONSTRUCTION (DRB07)** **6 copies**
 - Drawing showing the sidewalks subject to the proposed deferral or extension (not to exceed 8.5" by 14")
 - Zone Atlas map with the entire property(ies) clearly outlined
 - Letter briefly describing, explaining, and justifying the deferral or extension
 - List any original and/or related file numbers on the cover application

DRB meetings are approximately 8 DAYS after the Tuesday noon filing deadline. Your attendance is required.

- VACATION OF PRIVATE EASEMENT (DRB26)**
- VACATION OF RECORDED PLAT (DRB29)** **6 copies**
 - ___ The complete document which created the private easement/recorded plat (not to exceed 8.5" by 14")
 - ___ Scale drawing showing the easement to be vacated (8.5" by 11")
 - ___ Zone Atlas map with the entire property(ies) clearly outlined
 - ___ Letter/documents briefly describing, explaining, and justifying the vacation
 - ___ Letter of authorization from the grantors and the beneficiaries (private easement only)
 - ___ Fee (see schedule)
 - ___ List any original and/or related file numbers on the cover application

Unless the vacation is shown on a DRB approved plat recorded by the County Clerk within one year, it will expire.
DRB meetings are approximately 8 DAYS after the Tuesday noon filing deadline. Your attendance is required.

I, the applicant, acknowledge that any information required but not submitted with this application will likely result in deferral of actions.

MARYAM GIAHI

Applicant name (print)

Applicant signature / date



Form revised 4/07

- Checklists complete
- Fees collected
- Case #s assigned
- Related #s listed

Application case numbers

Planner signature / date
Project #



City of Albuquerque
P.O. Box 1293 Albuquerque, New Mexico 87103
Planning Department
Suzanne Lubar, Director

Richard J. Berry, Mayor
Administrative Officer
August 17, 2016

Robert J. Perry, Chief

SUBJECT: ALBUQUERQUE ARCHAEOLOGICAL ORDINANCE—Compliance

Documentation

Project Number(s): DRB Project # 1000922
Case Number(s):
Agent: Wilson and Company
Applicant:
Legal Description: La Cuentista Subdivision Tract B-2
Zoning: VCUR
Acreage: 11.19 acres
Zone Atlas Page: C-10

CERTIFICATE OF NO EFFECT: Yes No

CERTIFICATE OF APPROVAL: Yes No

TREATMENT PLAN REVIEW:

DISCOVERY:

**SUPPORTING DOCUMENTATION: La Cuentista Subdivision on the West Mesa, Albuquerque, Bernalillo County, NM. by Christina Chavez (Tony Goar, Marron and Associates, P.I.).
NMCRIS #136239.**

SITE VISIT: Yes, August 5, 2016.

NOTE:

RECOMMENDATION(S):

- ***CERTIFICATE OF NO EFFECT IS ISSUED (ref O-07-72 Section 4B(1)-- no significant sites in project area) .***
- ***NOTE: Sites have been recorded in Tract B-1, which will require a treatment plan and Certificate of Approval.***

MFSchmader

Matthew Schmader, PhD
Superintendent, Open Space Division City Archaeologist

Current DRC Project Number: _____

Date Submitted: 8/26/2016

Date Site Plan Approved: _____

Date Preliminary Plat Approved: _____

Date Preliminary Plat Expires: _____

DRB Project No.: 1000922

DRB Application No.: _____

FIGURE 12
INFRASTRUCTURE LIST
"EXHIBIT A"
TO SUBDIVISION IMPROVEMENTS AGREEMENT
DEVELOPMENT REVIEW BOARD (D.R.B.) REQUIRED INFRASTRUCTURE LIST

LA CUENTISTA SUBDIVISION TRACT B-2
 PROPOSED NAME OF PLAT

BULK LAND PLAT OF LA CUENTISTA SUBDIVISION TRACTSB-1 and B-2
EXISTING LEGAL DESCRIPTION PRIOR TO PLATTING ACTION

Following is a summary of PUBLIC/PRIVATE Infrastructure required to be constructed or financially guaranteed for the above development. This Listing is not necessarily a complete listing. During the SIA process and/or in the review of the construction drawings, if the DRC Chair determines that appurtenant items and/or unforeseen items have not been included in the infrastructure listing, the DRC Chair may include those items in the listing and related financial guarantee. Likewise, if the DRC Chair determines that appurtenant or non-essential items can be deleted from the listing, those items may be deleted as well as the related portions of the financial guarantees. All such revisions require approval by the DRC Chair, the User Department and agent/owner. If such approvals are obtained, these revisions to the listing will be incorporated administratively. In addition, any unforeseen items which arise during construction which are necessary to complete the project and which normally are the Subdivider's responsibility will be required as a condition of project acceptance and close out by the City.

SIA Sequence #	COA DRC Project #	Size	Type of Improvement	Location	From	To	Private Inspector	City Inspector	City Cnst Engineer
			PAVING						
		One half 34' F-F w/ 7' drivable surface	34' F-F w/ 7' drivable surface 6' Sidewalk	Rosa Parks Road	154' west of lsect w/ Redroot Street	395' east of lsect w/ Redroot Street	/	/	/
		30' F-F w/ 26' drivable surface	30' F-F w/ 26' drivable surface 6' Sidewalk	Cornsilk Street	Rosa Parks Road	Smoketree Avenue	/	/	/
		30' F-F w/ 26' drivable surface	30' F-F w/ 26' drivable surface 6' Sidewalk	Privet Street	Cornsilk Street	Smoketree Avenue	/	/	/
		30' F-F w/ 26' drivable surface	30' F-F w/ 26' drivable surface 6' Sidewalk	Smoketree Avenue	Cornsilk Street	Privet Street	/	/	/
			Street Lighting Per DPM	Rosa Parks Road					
			SANITARY SEWER						
		8" Dia.	Sanitary Sewer Gravity lines W/ Appertenances	Cornsilk Street	Rosa Parks Road	Smoketree Avenue	/	/	/
		8" Dia.	Sanitary Sewer Gravity lines W/ Appertenances	Privet Street	Cornsilk Street	Smoketree Avenue	/	/	/

SIA Sequence #	COA DRC Project #	Size	Type of Improvement	Location	From	To	Private Inspector	City Inspector	City Cnst Engineer
		8" Dia.	Sanitary Sewer Gravity lines w/ Appertenances	Smoketree Avenue	Cornsilik Street	Privet Street	/	/	/
			STORM SEWER				/	/	/
		36", 30", 24", 18" Dia.	Storm Drain pipe W/Inlets	Cornsilik Street	Cornsilik Street	272' north of Isect w/ Privet Street	/	/	/
		42", 30", 24" Dia.	Storm Drain pipe W/Inlets	Privet Street	Isect Cornsilik Street	Detention Pond 165' east of Cornsilik Street	/	/	/
		24" Dia.	Storm Drain pipe W/stubout	Water, Sanitary & Drainage Easement	Cornsilik Street	155' west of Cornsilik Street	/	/	/
		30" Dia.	Pond Inlet Structure	Cornsilik Street	41' south of Isect w/ Privet Street	Detention Pond	/	/	/
		42" Dia.	Pond Inlet Structure	Privet Street	118' west of Isect w/ Privet Street	Detention Pond	/	/	/
		24" Dia.	Pond Outlet Structure	Rosa Parks Road	Detention Pond	350' west of Isect Redroot Street	/	/	/

DEVELOPMENT REVIEW BOARD MEMBER APPROVALS

AGENT/OWNER
 Maryam Ghihi (Agent)
 NAME (print)
 Wilson & Co., 4900 Lang Ave. NE Albuquerque NM 87109

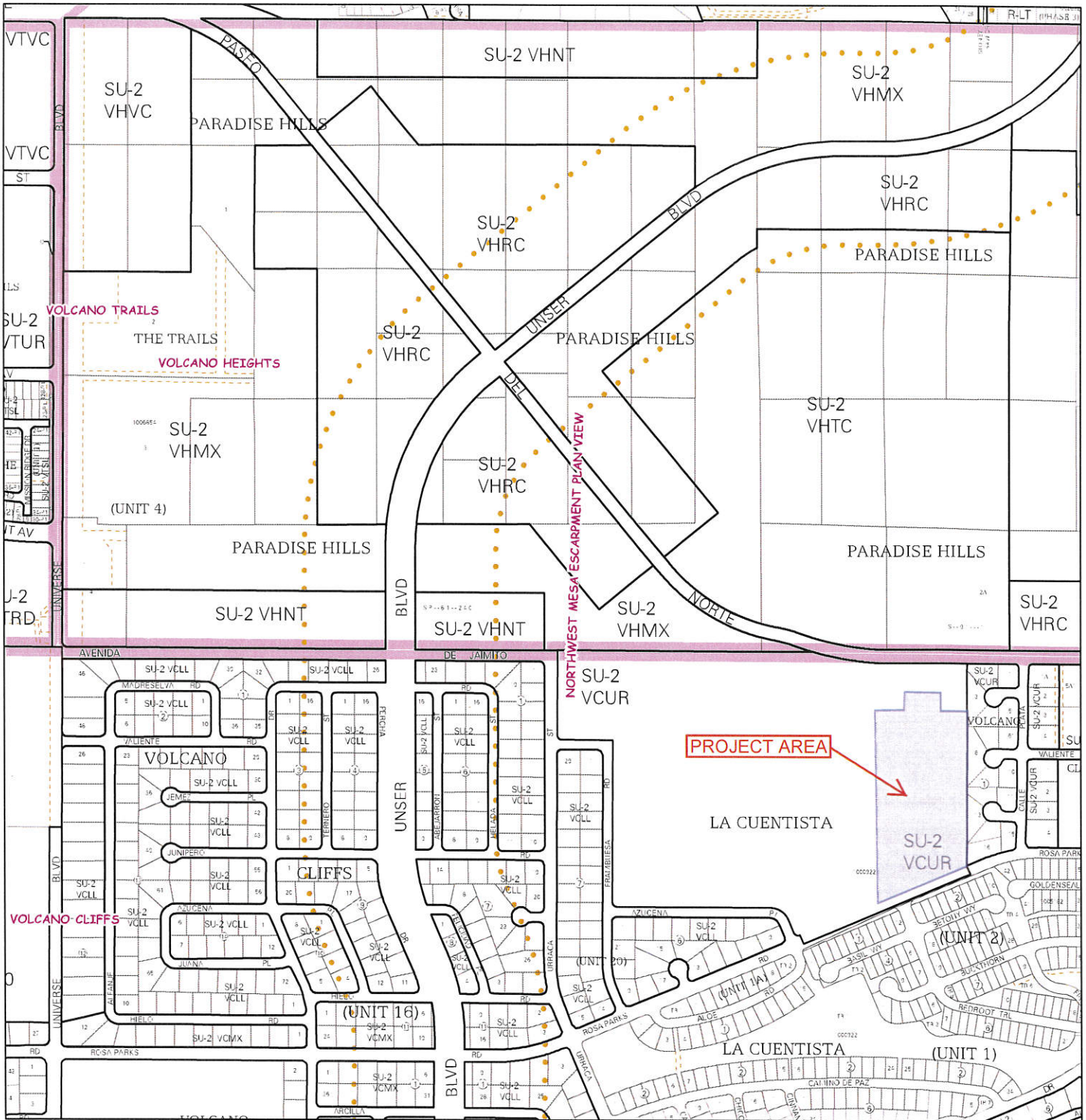
DRB CHAIR -- date
 PARKS & GENERAL SERVICES -- date

TRANSPORTATION DEVELOPMENT -- date
 AMAFCA -- date

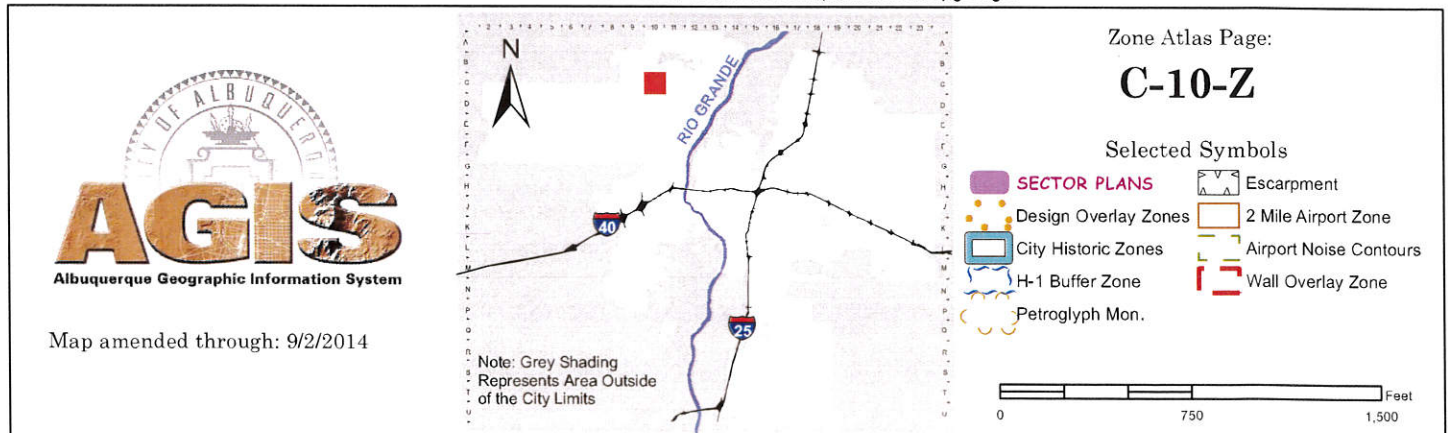
ABCWUA -- date
 CITY ENGINEER -- date

DESIGN REVIEW COMMITTEE REVISIONS

REVISION	DATE	DRC CHAIR	USER DEPARTMENT	AGENT/OWNER



For more current information and details visit: <http://www.cabq.gov/gis>





**WILSON
& COMPANY**

4900 Lang Ave NE
Albuquerque, NM 87109
505-348-4000 phone
505-348-4055 fax

Alaska
Arizona
California
Colorado
Kansas
Louisiana
Minnesota
Missouri
Nebraska
New Mexico
Texas
Utah

September 02, 2016

Mr. Jack Cloud, Chairperson
City of Albuquerque
Development Review Board
Plaza del Sol
600 Second Street, NW
Albuquerque, NM 87103


RE: La Cuentista Subdivision Tract B-2, Preliminary Plat

Dear Jack,

Wilson & Company, acting as an agent for Elk Haven, LLC and Frances Pavich, LLC of 21 Vista Calle Circle, Lamy, NM 87540, requests approval for Preliminary Plat and Sidewalk Deferral for a La Cuentista Subdivision Tract B-2. The purpose of the plat is to create 72 lots. Included please find our application packet documents.

If you have any questions or comments, please do not hesitate to contact me at (505) 948-5133. Thank you for your time.

WILSON & COMPANY



Maryam Giahi, P.E.
Project Engineer

Email: maryam.giahi@wilsonco.com

FORM DRWS: DRAINAGE REPORT / WATER & SEWER AVAILABILITY

THIS FORM IS REQUIRED WITH THE DEVELOPMENT REVIEW BOARD APPLICATION FOR MAJOR SUBDIVISIONS AND SITE DEVELOPMENT PLANS.

PROJECT NAME LA CUENTISTA SUBDIVISION TRACT B-2

AGIS MAP # C-10-Z

LEGAL DESCRIPTION LA CUENTISTA SUBDIVISION TRACTS b-1 AND B-2


 DRAINAGE REPORT

A drainage report, as per the Drainage Ordinance, was submitted to the City of Albuquerque Public Works Department, Hydrology Division (2nd floor Plaza del Sol) on August 26, 2016 [date].

<u>Wilson & Company (Maryam Giahi)</u> Applicant / Agent	<u>8-26-16</u> Date
<u></u> Hydrology Division Representative	<u>8-26-16</u> Date

 WATER AND SEWER AVAILABILITY STATEMENT

A Water and Sewer Availability Statement for this project was requested from the City of Albuquerque Utilities Development Division (2nd floor Plaza del Sol) on February 16, 2016 [date].

<u>Wilson & Company (Maryam Giahi)</u> Applicant / Agent	<u>July 7, 2016 8.26.16</u> Date
<u></u> Utilities Division Representative	<u>08/26/16</u> Date

DRB # _____ - _____



City of Albuquerque

P.O. Box 1293, Albuquerque, NM 87103

PLEASE NOTE: The NA/HOA information listed in this letter is valid for one (1) month. If you haven't filed your application within one (1) month of the date of this letter - you will need to get an updated letter from our office.

August 12, 2016

Maryam Giahi
Wilson & Company
4900 Lang Ave. NE/87109
Phone: 505-948-5133 Fax: 505-348-4055
E-mail: Maryam.giahi@wilsonco.com

Dear Maryam:

Thank you for your inquiry of **August 12, 2016** requesting the names of **ALL Neighborhood and/or Homeowner Associations** who would be affected under the provisions of §14-8-2-7 of the *Neighborhood Association Recognition Ordinance* by your proposed project at **(DRB SUBMITTAL) BULK LAND PLAT OF LA CUENTISTA SUBDIVISION TRACT B-2 LOCATED ON ROSA PARKS ROAD NW BETWEEN URRACA STREET NW AND CALLE PLATA NW zone map C-10.**

Our records indicate that the **Neighborhood and/or Homeowner Associations** affected by this submittal and the contact names are as follows:

LA CUENTISTA SUBDIVISION UNIT 1 HOA, INC. (LCS)

***James Graze**, 6427 Camino de Paz NW/87120 922-6261 (h)

Michael Martin, 8119 Chicory Dr. NW/87120 264-6277 (c)

VOLCANO CLIFFS PROPERTY OWNERS ASSOC. (VCC)

Ralph Davis, 5612 Popo NW/87120 280-6512 (c)

Blake Thompson, 3009 Palo Alto NE/87111 328-3117 (c)

Please note that according to §14-8-2-7 of the *Neighborhood Association Recognition Ordinance* you are required to notify each of these contact persons by **certified mail, return receipt requested, before** the Planning Department will accept your application filing (**PLEASE ATTACH: 1) Copy of this letter; 2) Copy of letters sent to NA/HOA's and 3) Copy of White Receipts showing proof that you sent certified mail w/stamp from USPS showing date.**) If you have any questions about the information provided please contact me at (505) 924-3914 or via an e-mail message at dlcarmona@cabq.gov.

Sincerely,

Dalaina L. Carmona

Dalaina L. Carmona

Senior Administrative Assistant

OFFICE OF NEIGHBORHOOD COORDINATION

Planning Department

**LETTERS MUST BE SENT TO
BOTH CONTACTS OF EACH
NA/HOA FOR THIS
PLANNING SUBMITTAL.**

!!!Notice to Applicants!!!

SUGGESTED INFORMATION FOR NEIGHBORHOOD NOTIFICATION LETTERS

Applicants for Zone Change, Site Plan, Sector Development Plan approval or an amendment to a Sector Development Plan by the EPC, DRB, etc. are required under Council Bill O-92 to notify all affected neighborhood and/or homeowner associations **PRIOR TO FILING THE APPLICATION TO THE PLANNING DEPARTMENT**. Because the purpose of the notification is to ensure communication as a means of identifying and resolving problems early, it is essential that the notification be fully informative.

WE RECOMMEND THAT THE NOTIFICATION LETTER INCLUDE THE FOLLOWING INFORMATION:

1. The street address of the subject property.
2. The legal description of the property, including lot or tract number (if any), block number (if any), and name of the subdivision.
3. A physical description of the location, referenced to streets and existing land uses.
4. A complete description of the actions requested of the EPC:
 - a) If a **ZONE CHANGE OR ANNEXATION**, the name of the existing zone category and primary uses and the name of the proposed category and primary uses (i.e., "from the R-T Townhouse zone, to the C-2 Community Commercial zone").
 - b) If a **SITE DEVELOPMENT OR MASTER DEVELOPMENT PLAN** approval or amendment describes the physical nature of the proposal (i.e., "an amendment to the approved plan to allow a drive-through restaurant to be located just east of the main shopping center entrance off Montgomery Blvd.").
 - c) If a **SECTOR DEVELOPMENT PLAN OR PLAN AMENDMENT** a general description of the plan area, plan concept, the mix of zoning and land use categories proposed and description of major features such as location of significant shopping centers, employment centers, parks and other public facilities.
 - d) The name, address and telephone number of the applicant and of the agent (if any). In particular the name of an individual contact person will be helpful so that neighborhood associations may contact someone with questions or comments.

Information from the Office of Neighborhood Coordination

The following information should always be in each application packet that you submit for an EPC or DRB application. Listed below is a "Checklist" of the items needed.

- ONC's "Official" Letter to the applicant (if there are associations). A copy must be submitted with application packet -OR-**
- The ONC "Official" Letter (if there are no associations). A copy must be submitted with application packet.
- Copies of Letters to Neighborhood and/or Homeowners Associations (if there are associations). A copy must be submitted with application packet.**
- Copies of the certified receipts to Neighborhood and/or Homeowners Associations (if there are associations). A copy must be submitted with application packet.**

Just a reminder - Our ONC "Official" Letter is only valid for a one (1) month period and if you haven't submitted your application by this date, you will need to get an updated letter from our office.

Any questions, please feel free to contact Stephani at 924-3902 or via an e-mail message at swinklepleck@cabq.gov.

Thank you for your cooperation on this matter.

(below this line for ONC use only)

Date of Inquiry: 08/12/16 Time Entered: 4:18 p.m. Rep. Initials: DLC



Alaska
Arizona
California
Colorado
Kansas
Louisiana
Minnesota
Missouri
Nebraska
New Mexico
Texas
Utah

CERTIFIED MAIL

September 02, 2016

Blake Thompson
Volcano Cliffs Property Owners Assoc.
3009 Palo Alto NE
Albuquerque, NM 87111
328-3117 (c)

Re: **Neighborhood Association Notification**
La Cuentista Subdivision B-2 Preliminary Plat

Dear Mr. Thompson:

This letter is to inform the **Volcano Cliffs Property Owners Assoc.** that Wilson & Company, Inc., acting as agents for Legacy Sustainable Development, Inc., is requesting approval for La Cuentista Subdivision Tract B-2 Preliminary Plat. This Preliminary Plat subdivides Tract B-2 into 72 lots.

Attached is a vicinity map showing the location of this project for your reference.

The City of Albuquerque Development Review Board will hold a public hearing on Wednesday, September 28, 2016 at 9:00 a.m. at Plaza Del Sol, 600 Second Street NW, Hearing Room, Lower Level. If you have any questions for the City Planning Staff, please contact the Planning Department at (505) 924-3860.

If you have any questions concerning this project, please contact me at (505) 348-4000.

WILSON & COMPANY

Maryam Giahi
Project Engineer
Email: maryam.giahi@wilsonco.com



Alaska
Arizona
California
Colorado
Kansas
Louisiana
Minnesota
Missouri
Nebraska
New Mexico
Texas
Utah

CERTIFIED MAIL

September 02, 2016

James Grage
LA CUENTISTA SUBDIVISION UNIT 1 HOA, INC.
6427 Camino de Paz NW
Albuquerque, NM 87120
922-6261 (h)

Re: **Neighborhood Association Notification**
La Cuentista Subdivision Tract B-2 Preliminary Plat

Dear Mr. Grage:

This letter is to inform the **La Cuentista Subdivision Unit 1 HOA, INC.** that Wilson & Company, Inc., acting as agents for Legacy Sustainable Development, Inc., is requesting approval for La Cuentista Subdivision Tract B-2 Preliminary Plat. This Preliminary Plat subdivides Tract B-2 into 72 lots.

Attached is a vicinity map showing the location of this project for your reference.

The City of Albuquerque Development Review Board will hold a public hearing on Wednesday, September 28, 2016 at 9:00 a.m. at Plaza Del Sol, 600 Second Street NW, Hearing Room, Lower Level. If you have any questions for the City Planning Staff, please contact the Planning Department at (505) 924-3860.

If you have any questions concerning this project, please contact me at (505) 348-4000.

WILSON & COMPANY

Maryam Giahi
Project Engineer
Email: maryam.giahi@wilsonco.com



Alaska
Arizona
California
Colorado
Kansas
Louisiana
Minnesota
Missouri
Nebraska
New Mexico
Texas
Utah

CERTIFIED MAIL

September 02, 2016

Michael Martin
LA CUENTISTA SUBDIVISION UNIT 1 HOA, INC.
8119 Chicory Dr. NW
Albuquerque, NM 87120
264-6277 (c)

Re: **Neighborhood Association Notification**
La Cuentista Subdivision Tract B-2 Preliminary Plat

Dear Mr. Martin:

This letter is to inform the **La Cuentista Subdivision Unit 1 HOA, INC.** that Wilson & Company, Inc., acting as agents for Legacy Sustainable Development, Inc., is requesting approval for La Cuentista Subdivision Tract B-2 Preliminary Plat. This Preliminary Plat subdivides Tract B-2 into 72 lots.

Attached is a vicinity map showing the location of this project for your reference.

The City of Albuquerque Development Review Board will hold a public hearing on Wednesday, September 28, 2016 at 9:00 a.m. at Plaza Del Sol, 600 Second Street NW, Hearing Room, Lower Level. If you have any questions for the City Planning Staff, please contact the Planning Department at (505) 924-3860.

If you have any questions concerning this project, please contact me at (505) 348-4000.

WILSON & COMPANY

Maryam Giahi
Project Engineer
Email: maryam.giahi@wilsonco.com



Alaska
Arizona
California
Colorado
Kansas
Louisiana
Minnesota
Missouri
Nebraska
New Mexico
Texas
Utah

CERTIFIED MAIL

September 02, 2016

Ralph Davis
Volcano Cliffs Property Owners Assoc.
5612 Popo NW
Albuquerque, NM 87120
280-6512 (c)

Re: **Neighborhood Association Notification**
La Cuentista Subdivision Tract B-2 Preliminary Plat

Dear Mr. Davis:

This letter is to inform the **Volcano Cliffs Property Owners Assoc.** that Wilson & Company, Inc., acting as agents for Legacy Sustainable Development, Inc., is requesting approval for La Cuentista Subdivision Tract B-2 Preliminary Plat. This Preliminary Plat subdivides Tract B-2 into 72 lots.

Attached is a vicinity map showing the location of this project for your reference.

The City of Albuquerque Development Review Board will hold a public hearing on Wednesday, September 28, 2016 at 9:00 a.m. at Plaza Del Sol, 600 Second Street NW, Hearing Room, Lower Level. If you have any questions for the City Planning Staff, please contact the Planning Department at (505) 924-3860.

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WILSON & COMPANY

Maryam Giahi
Project Engineer
Email: maryam.giahi@wilsonco.com

CITY OF ALBUQUERQUE

TRAFFIC IMPACT STUDY (TIS) FORM

APPLICANT: WILSON & COMPANY DATE OF REQUEST: 08/18/16 ZONE ATLAS PAGE(S): C-10-Z

CURRENT:

ZONING VCUR
PARCEL SIZE (AC/SQ. FT.) _____

LEGAL DESCRIPTION:

LOT OR TRACT # _____ BLOCK # _____
SUBDIVISION NAME LA CUENTISTA TRACT B-2

REQUESTED CITY ACTION(S):

ANNEXATION []
ZONE CHANGE []: From _____ To _____
SECTOR, AREA, FAC, COMP PLAN []
AMENDMENT (Map/Text) []

SITE DEVELOPMENT PLAN:

SUBDIVISION* AMENDMENT []
BUILDING PERMIT [] ACCESS PERMIT []
BUILDING PURPOSES [] OTHER

*includes platting actions *pf*

PROPOSED DEVELOPMENT:

NO CONSTRUCTION/DEVELOPMENT []
NEW CONSTRUCTION [X]
EXPANSION OF EXISTING DEVELOPMENT []

GENERAL DESCRIPTION OF ACTION:

OF UNITS: 72
BUILDING SIZE: _____ (sq. ft.)

Note: changes made to development proposals / assumptions, from the information provided above, will result in a new TIS determination.

APPLICANT OR REPRESENTATIVE MARYAM GIAHI *KIS* DATE 08-18-16

(To be signed upon completion of processing by the Traffic Engineer)

Planning Department, Development & Building Services Division, Transportation Development Section -
2ND Floor West, 600 2nd St. NW, Plaza del Sol Building, City, 87102, phone 924-3994

TRAFFIC IMPACT STUDY (TIS) REQUIRED: YES [] NO [] BORDERLINE

THRESHOLDS MET? YES NO [] MITIGATING REASONS FOR NOT REQUIRING TIS: PREVIOUSLY STUDIED: []
Notes:

Overall Development of the area exceeds threshold however this development on its own does not meet threshold. Provide a trip generation & distribution exhibit for DRB.

If a TIS is required: a scoping meeting (as outlined in the development process manual) must be held to define the level of analysis needed and the parameters of the study. **Any subsequent changes to the development proposal identified above may require an update or new TIS.**

[Signature]
TRAFFIC ENGINEER

8/26/16
DATE

Required TIS **must be completed prior to applying to the EPC and/or the DRB.** Arrangements must be made prior to submittal if a variance to this procedure is requested and noted on this form, otherwise the application may not be accepted or deferred if the arrangements are not complied with.

TIS -SUBMITTED / / TRAFFIC ENGINEER _____ DATE _____
-FINALIZED / /



**WILSON
& COMPANY**

4900 Lang Ave NE
Albuquerque, NM 87109
505-348-4000 phone
505-348-4055 fax

Alaska
Arizona
California
Colorado
Kansas
Louisiana
Minnesota
Missouri
Nebraska
New Mexico
Texas
Utah

September 02, 2016

Mr. Jack Cloud, Chairperson
City of Albuquerque
Development Review Board
Plaza del Sol
600 Second Street, NW
Albuquerque, NM 87103

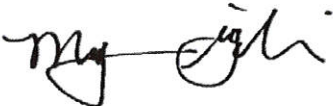
RE: La Cuentista Subdivision Tract B-2, Sidewalk Deferral Request

Dear Jack,

Wilson & Company, acting as an agent for Elk Haven, LLC and Frances Pavich, LLC of 21 Vista Calle Circle, Lamy, NM 87540, requests approval for Deferral of Sidewalks until such time as home construction is complete per attached exhibit. We request the deferral to be heard on September 28, 2016 on the date of the DRB hearing for Preliminary Plat.

If you have any questions or comments, please do not hesitate to contact me at (505)948-5133. Thank you for your time.

WILSON & COMPANY



Maryam Giahi, P.E.
Project Engineer

Email: maryam.giahi@wilsonco.com

