



**DEVELOPMENT REVIEW BOARD**  
**Action Sheet**  
**Plaza del Sol Building Basement Hearing Room**


**September 16, 2015**

MEMBERS:

Jack Cloud..... DRB Chair  
 Racquel Michel ..... Transportation Development  
 Kris Cadena ..... ABCWUA  
 Rita Harmon .....City Engineer  
 Carol Dumont..... Parks & Recreation

*Angela Gomez ~ Administrative Assistant*

**MINOR PLATS, FINAL (MAJOR) PLATS, AMENDED PLATS AND PLANS**

1. **Project# 1006864**  
 15DRB-70323 SIDEWALK WAIVER  
 BOHANNAN HUSTON INC agent(s) for PULTE GROUP request(s) the above action(s) for all or a portion of Lot(s) N-2-A-1 AND N-2-A-3, **WATERSHED SUBDIVISION** zoned SU-2 PDA, located on WILLOW CANYON TRAIL/FUTURE EXTENSION ACROSS MIREHAVEN ARROYO BETWEEN DEL WEBB LANE AND ACROSS THE ARROYO TO STREET IN TRACT M (H-8) **WITHDRAWN.**
  
2. **Project# 1001398**  
 15DRB-70321 MINOR - PRELIMINARY/  
 FINAL PLAT APPROVAL   
 ARCH + PLAN LAND USE CONSULTANTS agent(s) for ARORA ORTIZ request(s) the above action(s) for all or a portion of Lot(s) 7, **COLEMAN ADDN** zoned R-1, located on 2913 12TH ST NW containing approximately .6 acre(s). (H-13) **THE PRELIMINARY/FINAL PLAT WAS APPROVED WITH FINAL SIGN OFF DELEGATED TO WATER AUTHORITY FOR EASEMENT REVISION AND TO PLANNING FOR AMAFCA SIGNATURE AND AGIS DXF.**

# DRB CASE ACTION LOG - BLUE SHEET

- Preliminary/Final Plat (P&F)
- Site Plan for Subdivision (SPS)
- Site Plan for Building Permit (SBP)

This sheet must accompany your plat or site plan to obtain delegated signatures. Return sheet with site plan/plat once comments have been addressed.

**Site Plans:** It is the responsibility of the applicant/agent/developer/owner to insert the DRB approved Site Plan for Subdivision and/or Site Plan for Building Permit in each copy of building permit plansets. If the building permit plans have been submitted prior to the Site Plan for Subdivision and/or Site Plan for Building Permit being signed-off, then it is the responsibility of the applicant/agent/developer/owner to insert a copy of the signed-off Site Plan for Subdivision and/or Site Plan for Building Permit in each copy of the building permit plansets.

**Project# 1001398**

15DRB-70321 MINOR - PRELIMINARY/ FINAL PLAT APPROVAL

**COLEMAN ADDN**

**AGENT:** ARCH + PLAN LAND USE CONSULTANTS

\*\*Your request was approved on 9-16-15 by the DRB with delegation of signature(s) to the following departments - outstanding comments to be addressed as follows:\*\*

**Transportation:**

**ABCWUA:**

*separate R' cert*

**City Engineer:**

**Parks and Recreation :**

**Planning:**

*AMRCA, Utility initials + date, .dxf  
site sketch*

**PLATS:**

**Planning must record this plat. Please submit the following items:**

-The original plat and a mylar copy for the County Clerk.

-Tax certificate from the County Treasurer.

-Recording fee (checks payable to the County Clerk). **RECORDED DATE:**

-Tax printout from the County Assessor.

-County Treasurer's signature must be obtained prior to the recording of the plat with County Clerk.

Property Management's signature must be obtained prior to Planning Department's signature.

AGIS DXF File approval required.

Copy of recorded plat for Planning.

**ALL SITE PLANS:**

3 copies of the approved site plan. Include all pages.

**CITY OF ALBUQUERQUE  
PLANNING DEPARTMENT  
September 16, 2015  
DRB Comments**

**ITEM # 2**

**PROJECT # 1001398          APPLICATION # 15DRB-70321**

**RE: Lot 7, Coleman Addition**

A site sketch is needed to demonstrate compliance with R-1 rear yard setback of 15 feet for the front lot.

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Jack Cloud, DRB Chairman  
924-3880/ jcloud@cabq.gov



Supplemental Form (SF)

**SUBDIVISION**

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

**SITE DEVELOPMENT PLAN**

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

**STORM DRAINAGE (Form D)**

- Storm Drainage Cost Allocation Plan

**S Z ZONING & PLANNING**

- Annexation
- Zone Map Amendment (Establish or Change Zoning, includes Zoning within Sector Development Plans)
- 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 2<sup>nd</sup> 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): ARCH + PLAN LAND USE CONSULTANTS PHONE: 980-8365  
 ADDRESS: P.O. BOX 25911 FAX: \_\_\_\_\_  
 CITY: ALBUQUERQUE STATE NM ZIP 87125 E-MAIL: arch.plan@comcast.net

APPLICANT: AURORA ORTIZ PHONE: \_\_\_\_\_  
 ADDRESS: 2911 12TH ST NW FAX: \_\_\_\_\_  
 CITY: ALBUQUERQUE STATE NM ZIP 87104 E-MAIL: \_\_\_\_\_  
 Proprietary interest in site: OWNER List all owners: \_\_\_\_\_

DESCRIPTION OF REQUEST: CREATE 2 LOTS FROM 1 EXISTING LOT

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. LOT 7 Block: \_\_\_\_\_ Unit: \_\_\_\_\_  
 Subdiv/Addn/TBKA: COLEMAN ADDN  
 Existing Zoning: R-1 Proposed zoning: N/A MRGCD Map No \_\_\_\_\_  
 Zone Atlas page(s): H-13 UPC Code: 1-013-051-491-448-110-09

**CASE HISTORY:**

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX\_, Z\_, V\_, S\_, etc.): 1001398

**CASE INFORMATION:**

Within city limits?  Yes Within 1000FT of a landfill? NO  
 No. of existing lots: 1 No. of proposed lots: 2 Total site area (acres): .60±  
 LOCATION OF PROPERTY BY STREETS: On or Near: 2913 12TH ST NW  
 Between: LA POBLANA RD and MENAU EXTENSION

Check if project was previously reviewed by: Sketch Plat/Plan  or Pre-application Review Team(PRT)  Review Date: 4.29.15

SIGNATURE Derrick Archuleta DATE 9.8.15  
 (Print Name) DERRICK ARCHULETA Applicant:  Agent:

**FOR OFFICIAL USE ONLY**

Revised: 4/2012

<input type="checkbox"/> INTERNAL ROUTING	Application case numbers	Action	S.F.	Fees
<input type="checkbox"/> All checklists are complete	<u>15DRB-70321</u>	<u>PAF</u>	_____	<u>\$285.00</u>
<input type="checkbox"/> All fees have been collected	_____	<u>CMF</u>	_____	<u>\$20.00</u>
<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	_____	_____	_____	\$ _____
<input type="checkbox"/> F.H.D.P. fee rebate	_____	_____	_____	\$ _____
				Total
				<u>\$305.00</u>

Hearing date Sept. 16, 2015

9-8-15  
Staff signature & Date

Project # 1001398

**FORM S(3): SUBDIVISION - D.R.B. MEETING (UNADVERTISED) OR INTERNAL ROUTING**

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

**SKETCH PLAT REVIEW AND COMMENT (DRB22)**

Your attendance is required.

- \_\_\_ Scale drawing of the proposed subdivision plat (folded to fit into an 8.5" by 14" pocket) **6 copies**
- \_\_\_ Site sketch with measurements showing structures, parking, Bldg. setbacks, adjacent rights-of-way and street improvements, if there is any existing land use (folded to fit into an 8.5" by 14" pocket) **6 copies**
- \_\_\_ Zone Atlas map with the entire property(ies) clearly outlined
- \_\_\_ Letter briefly describing, explaining, and justifying the request
- \_\_\_ List any original and/or related file numbers on the cover application

**EXTENSION OF MAJOR PRELIMINARY PLAT (DRB08)**

Your attendance is required.

- \_\_\_ Preliminary Plat reduced to 8.5" x 11"
  - \_\_\_ Zone Atlas map with the entire property(ies) clearly outlined
  - \_\_\_ Letter briefly describing, explaining, and justifying the request
  - \_\_\_ Copy of DRB approved infrastructure list
  - \_\_\_ Copy of the LATEST Official DRB Notice of approval for Preliminary Plat Extension request
  - \_\_\_ List any original and/or related file numbers on the cover application
- Extension of preliminary plat approval expires after one year.

**MAJOR SUBDIVISION FINAL PLAT APPROVAL (DRB12)**

Your attendance is required.

- \_\_\_ Proposed Final Plat (folded to fit into an 8.5" by 14" pocket) **6 copies**
- \_\_\_ Signed & recorded Final Pre-Development Facilities Fee Agreement for Residential development only
- \_\_\_ Design elevations & cross sections of perimeter walls **3 copies**
- \_\_\_ Zone Atlas map with the entire property(ies) clearly outlined
- \_\_\_ Bring original Mylar of plat to meeting, ensure property owner's and City Surveyor's signatures are on the plat
- \_\_\_ Copy of recorded SIA
- \_\_\_ Landfill disclosure and EHD signature line on the Mylar if property is within a landfill buffer
- \_\_\_ List any original and/or related file numbers on the cover application
- \_\_\_ DXF file and hard copy of final plat data for AGIS is required.

**MINOR SUBDIVISION PRELIMINARY/FINAL PLAT APPROVAL (DRB16)**

Your attendance is required.

- \_\_\_ 5 Acres or more: Certificate of No Effect or Approval
- \_\_\_ Proposed Preliminary / Final Plat (folded to fit into an 8.5" by 14" pocket) **6 copies** for unadvertised meetings ensure property owner's and City Surveyor's signatures are on the plat prior to submittal
- \_\_\_ Signed & recorded Final Pre-Development Facilities Fee Agreement for Residential development only
- \_\_\_ Design elevations and cross sections of perimeter walls (11" by 17" maximum) **3 copies**
- \_\_\_ Site sketch with measurements showing structures, parking, Bldg. setbacks, adjacent rights-of-way and street improvements, if there is any existing land use (folded to fit into an 8.5" by 14" pocket) **6 copies**
- \_\_\_ Zone Atlas map with the entire property(ies) clearly outlined
- \_\_\_ Letter briefly describing, explaining, and justifying the request
- \_\_\_ Bring original Mylar of plat to meeting, ensure property owner's and City Surveyor's signatures are on the plat
- \_\_\_ Landfill disclosure and EHD signature line on the Mylar if property is within a landfill buffer
- \_\_\_ Fee (see schedule)
- \_\_\_ List any original and/or related file numbers on the cover application
- \_\_\_ Infrastructure list if required (**verify with DRB Engineer**)
- \_\_\_ DXF file and hard copy of final plat data for AGIS is required.

**AMENDMENT TO PRELIMINARY PLAT (with minor changes) (DRB03)**

Your attendance is required.

- 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, Infrastructure List, and/or Grading Plan (folded to fit into an 8.5" by 14" pocket) **6 copies**
  - \_\_\_ Original Preliminary Plat, Infrastructure List, and/or Grading Plan (folded to fit into an 8.5" by 14" pocket) **6 copies**
  - \_\_\_ Zone Atlas map with the entire property(ies) clearly outlined
  - \_\_\_ Letter briefly describing, explaining, and justifying the request
  - \_\_\_ Bring original Mylar of plat to meeting, ensure property owner's and City Surveyor's signatures are on the plat
  - \_\_\_ List any original and/or related file numbers on the cover application
- Amended preliminary plat approval expires after one year

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

DERRICK ARCHULETA

Applicant name (print)

Derrick Archuleta 9-8-15  
Applicant signature / date



Form revised October 2007

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

Application case numbers  
15 - DRB - 70321

[Signature] 9-8-15  
Planner signature / date  
Project # 1001398



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

Map amended through: 9/2/2014

Note: Gray Shading Represents Area Outside of the City Limits

Zone Atlas Page:  
**H-13-Z**

Selected Symbols

	SECTOR PLANS		Escarpment
	Design Overlay Zones		2 Mile Airport Zone
	City Historic Zones		Airport Noise Contours
	H-1 Buffer Zone		Wall Overlay Zone
	Petroglyph Mon.		

0 750 1,500 Feet

**ARCH + PLAN**  
**LAND USE CONSULTANTS**  
**ALBUQUERQUE NM**

September 8, 2015

Jack Cloud, Chair  
City of Albuquerque  
Development Review Board  
600 2<sup>nd</sup> St NW  
Albuquerque NM

**RE: 2913 12<sup>th</sup> Street NW – Lot 7, Coleman Addition**  
**PROJECT # 10001398/15DRB-70163**

Mr. Cloud and members of the Board:

I would like to request Final Plat review for a minor subdivision for the above referenced property.

The property owner would like to divide Lot 7 into two tracts and grant any easements as shown. Proposed Lot 7A contains .344± acres and Lot 7B contains .256± acres.

The site is currently developed with a single family residence, which would result in proposed Lot 7B.

The property is zone R-1 and is governed by the Established Urban Area of the Albuquerque/Bernalillo County Comprehensive Plan and the North Valley Area Plan which support the request.

Thank you for your time and consideration of the proposed request.

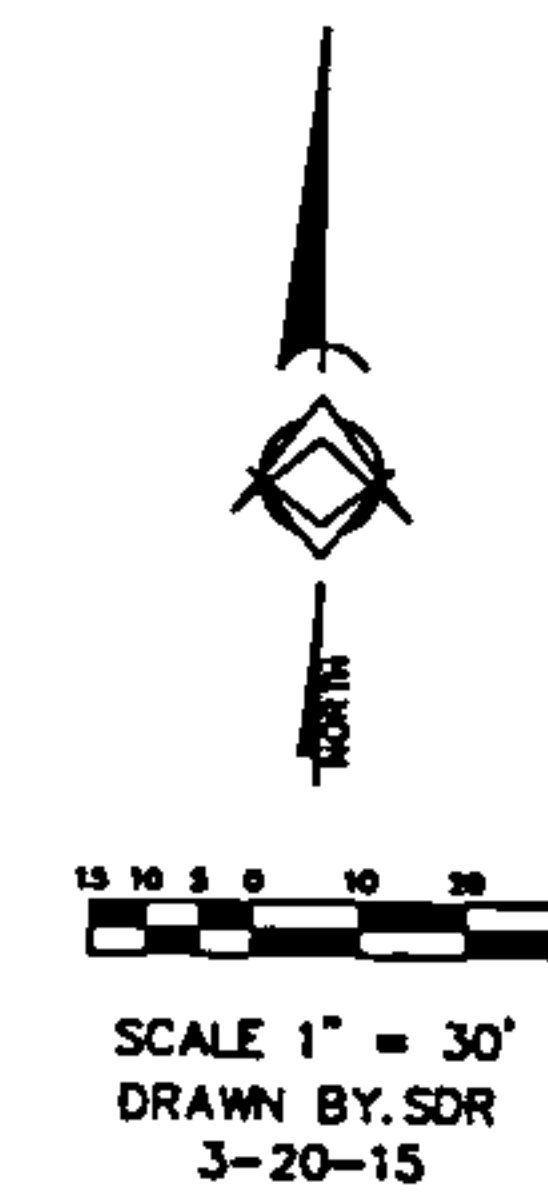
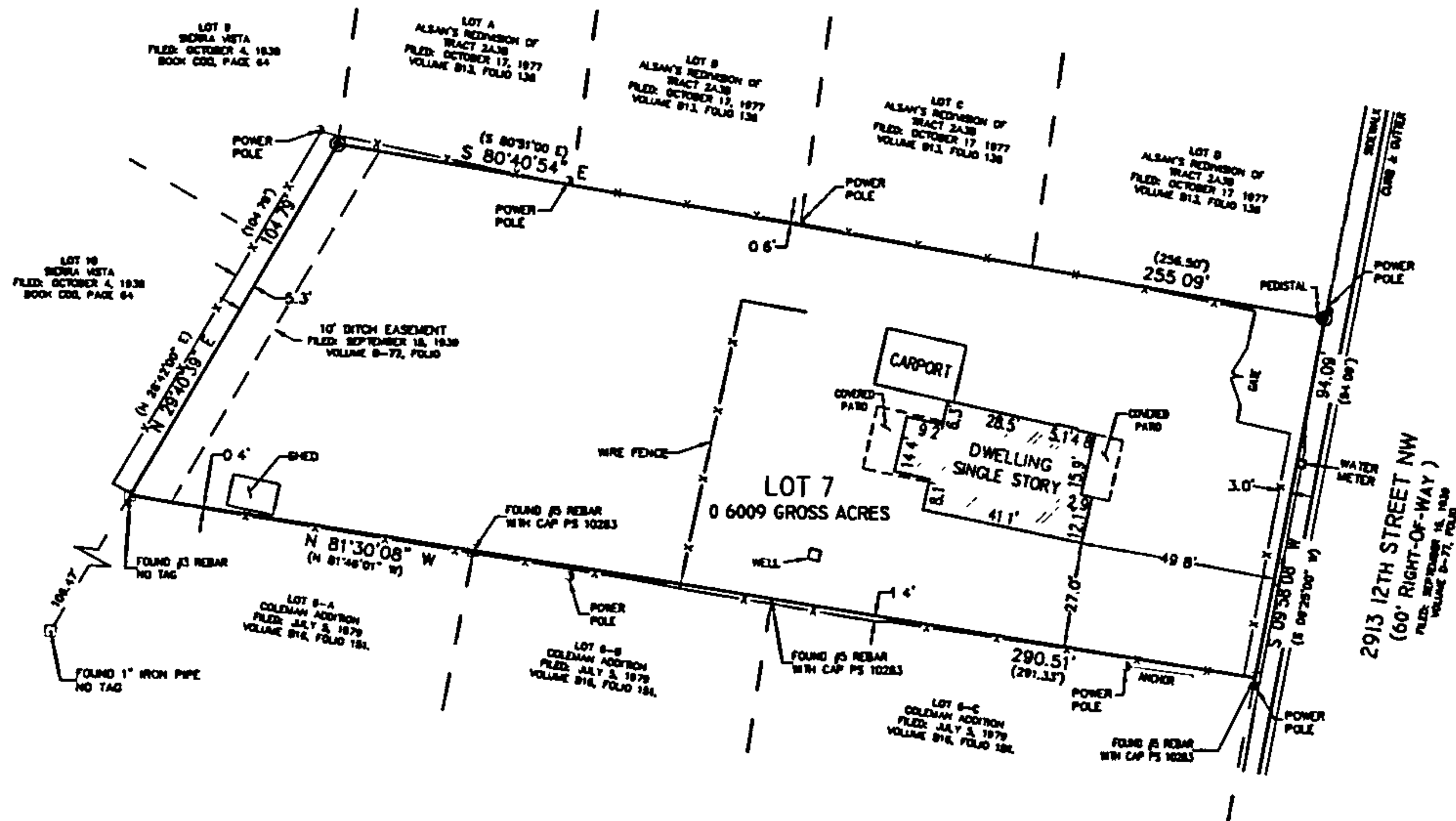
Sincerely,



Derrick Archuleta, MCRP  
Principal

# SKETCH

LOT 7  
 COLEMAN ADDITION  
 SECTION 7 TOWNSHIP 10 NORTH, RANGE 3 EAST, N.M.P.M.  
 BERNALILLO COUNTY, NEW MEXICO  
 APRIL 2015



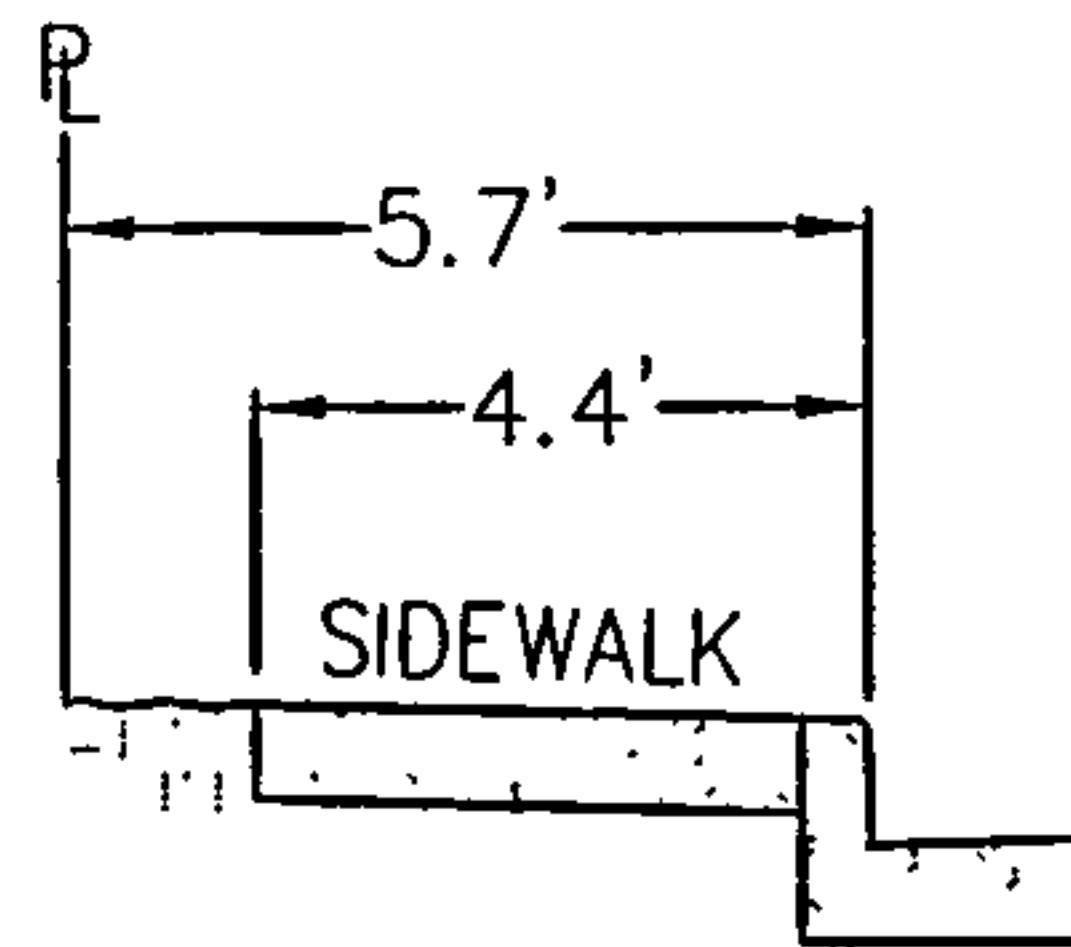
THE SURVEY OFFICE, LLC

333 LOMAS BLVD., N.E.  
 ALBUQUERQUE, NEW MEXICO 87102

PHONE: (505) 998-0303  
 FAX: (505) 998-0306



# SIDEWALK EXHIBIT



12th STREET NW  
TYPICAL SIDEWALK DETAIL





PROJECT #  
1001398

September 16, 2015

Pit