



**City of Albuquerque**  
CITY OF ALBUQUERQUE  
P.O. BOX 1293 ALBUQUERQUE, NEW MEXICO 87103  
**PUBLIC WORKS DEPARTMENT**  
**DEVELOPMENT SERVICE**  
HYDROLOGY DEVELOPMENT SECTION

DEVELOPMENT REVIEW BOARD--SPEED MEMO

**DRB CASE NO/PROJECT NO: 1001948**

**AGENDA ITEM NO: 17**

**SUBJECT:**

- |                              |                               |                                   |
|------------------------------|-------------------------------|-----------------------------------|
| <b>01</b> Sketch Plat/Plan   | <b>05</b> Site Plan for Subd  | <b>10</b> Sector Dev Plan         |
| <b>02</b> Bulk Land Variance | <b>06</b> Site Plan for BP    | <b>11</b> Grading Plan            |
| <b>03</b> Sidewalk Variance  | <b>07</b> Vacation            | <b>12</b> SIA Extension           |
| <b>03a</b> Sidewalk Deferral | <b>08</b> Final Plat          | <b>13</b> Master Development Plan |
| <b>04</b> Preliminary Plat   | <b>09</b> Infrastructure List | <b>14</b> Other                   |

**ACTION REQUESTED:**

REV/CMT:(x) APP:() SIGN-OFF:() EXTN:() AMEND:()

**ENGINEERING COMMENTS:**

No adverse comments.

**RESOLUTION:**

APPROVED \_\_\_\_; DENIED \_\_\_\_; DEFERRED \_\_\_\_; COMMENTS PROVIDED X; WITHDRAWN

SIGNED-OFF: (SEC-PLN) (SP-SUB) (SP-BP) (FP) BY: (UD) (CE) (TRANS) (PKS) (PLNG)

DELEGATED: (SEC-PLN) (SP-SUB) (SP-BP) (FP) TO: (UD) (CE) (TRANS) (PKS) (PLNG)

FOR:

**SIGNED:** Bradley L. Bingham  
City Engineer/AMAFCA Designee

**DATE:** May 22, 2002



# City of Albuquerque

P.O. BOX 1293 ALBUQUERQUE, NEW MEXICO 87103

ALBUQUERQUE

## DEVELOPMENT REVIEW BOARD TRANSPORTATION DEVELOPMENT Standard Comment Sheet

DRB-1001948

Item No. 17

Zone Atlas K-19

DATE ON AGENDA 5-22-02

INFRASTRUCTURE REQUIRED (?) YES ( ) NO

CROSS REFERENCE: \_\_\_\_\_  
\_\_\_\_\_

### TYPE OF APPROVAL REQUESTED:

- SKETCH PLAT ( ) PRELIMINARY PLAT ( ) FINAL PLAT
- ( ) SITE PLAN REVIEW AND COMMENT ( ) SITE PLAN FOR SUBDIVISION
- ( ) SITE PLAN FOR BUILDING PERMIT

No.	Comment
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- Dedication of right-of-way to provided 9 feet from the face of curb to the property line is needed for San Pablo.
- Dedication of right-of-way to provided 10 feet from the face of curb to the property line is needed for Zuni.

If you have any questions or comments please call Richard Dourte at 924-3990. Meeting notes:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# A City of Albuquerque



## DEVELOPMENT REVIEW APPLICATION

Supplemental form

**SUBDIVISION** **S**

Major Subdivision action

Minor Subdivision action

Vacation **V**

Variance (Non-Zoning)

**SKETCH PLAT**

**SITE DEVELOPMENT PLAN** **P**

...for Subdivision Purposes

...for Building Permit

IP Master Development Plan

Cert. of Appropriateness (LUCC) **L**

Supplemental form

**ZONING** **Z**

Annexation & Zone Establishment

Sector Plan

Zone Change

Text Amendment

Special Exception **E**

**APPEAL / PROTEST of...** **A**

Decision by: DRB, EPC, LUCC, Planning Director or Staff, ZHE, Zoning Board of Appeals

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.

**APPLICANT INFORMATION:**

NAME: CITY OF ABQ., REAL PROPERTY DIV. PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ FAX: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ E-MAIL: \_\_\_\_\_

Proprietary Interest in site: \_\_\_\_\_

AGENT (if any): MARK SHERRILL PHONE: 256-7364

ADDRESS: 730 SAN MATEO SE FAX: 256-7600

CITY: ABQ STATE NM ZIP 87108 E-MAIL: wesurv@gwest.net

DESCRIPTION OF REQUEST: COMBINE TWO TRACTS INTO ONE. SKETCH PLAT REVIEW & COMMENT

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

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

Lot or Tract No. TR. CA-1, REPLAT OF EAST CENTRAL MULTI- Block: \_\_\_\_\_ Unit: \_\_\_\_\_

Subdiv. / Addn. SERVICE CENTER & LOT 6, BLK. 3, BEVANS ADDN.

Current Zoning: C-2 (SC) & C-1 Proposed zoning: ?

Zone Atlas page(s): K-19 No. of existing lots: 2 No. of proposed lots: 1

Total area of site (acres): 1.4410 Density if applicable: dwellings per gross acre: \_\_\_\_\_ dwellings per net acre: \_\_\_\_\_

Within city limits?  Yes. No , but site is within 5 miles of the city limits (DRB jurisdiction.) Within 1000FT of a landfill? NO

UPC No. 101905714301830209 = TR. CA-1 MRGCD Map No. \_\_\_\_\_

LOCATION OF PROPERTY BY STREETS: On or Near: SAN PABLO ST. S.E. 7525 ZUNI RD. S.E.

Between: ZUNI RD. S.E. and CENTRAL AVE. (217 San Pablo St. S.E.)

**CASE HISTORY:**

List any current or prior case number that may be relevant to your application (Proj., App., DRB, AX, Z, V, S, etc.): ZA-83-310

ZA-83-258

Check-off if project was previously reviewed by Sketch Plat/Plan , or Pre-application Review Team . Date of review: 3:45pm MAY 8 2002

SIGNATURE Mark Sherrill DATE 5-13-02

(Print) MARK SHERRILL \_\_\_\_\_ Applicant  Agent

**FOR OFFICIAL USE ONLY**

Form revised December 2000

	Application case numbers	Action	S.F.	Fees
<input type="checkbox"/> INTERNAL ROUTING	<u>02DRB - 00734</u>	<u>Sketch P.</u>	<u>S(3)</u>	<u>\$ 00</u>
<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	_____	_____	_____	\$ _____
<input type="checkbox"/> F.H.D.P. fee rebate	_____	_____	_____	\$ _____
Hearing date <u>May 22, 02</u>				Total <u>\$ 00</u>

Bob Benoit 5/14/02  
Planner signature / date

Project # 1001948

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

**SKETCH PLAT REVIEW AND COMMENT**

- Scale drawing of the proposed subdivision plat (folded to fit into an 8.5" by 14" pocket) 6 copies for unadvertised meetings. Sketches are not reviewed through internal routing.
  - Site sketch with measurements showing structures, parking, Bldg. setbacks, adjacent rights-of-way and street improvements, etcetera, 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) precisely and clearly outlined and crosshatched (to be photocopied)
  - Letter briefly describing, explaining, and justifying the request
  - Any original and/or related file numbers are listed on the cover application
- DRB meetings are approximately 8 DAYS after the Tuesday noon filing deadline. Your attendance is required.

**MAJOR SUBDIVISION EXTENSION OF PRELIMINARY PLAT**

- \_\_\_ Preliminary Plat reduced to 8.5" x 11"
- \_\_\_ Zone Atlas map with the entire property(ies) precisely and clearly outlined and crosshatched (to be photocopied)
- \_\_\_ Letter briefly describing, explaining, and justifying the request
- \_\_\_ Copy of previous D.R.B. approved infrastructure list
- \_\_\_ Copy of the Official D.R.B. Notice of approval
- \_\_\_ Any original and/or related file numbers are listed on the cover application

**Extensions are not reviewed through internal routing.**  
 Extension of preliminary plat approval expires after one year.  
 DRB meetings are approximately 8 DAYS after the Tuesday noon filing deadline. Your attendance is required.

**MAJOR SUBDIVISION FINAL PLAT APPROVAL**

- \_\_\_ Proposed Final Plat (folded to fit into an 8.5" by 14" pocket) 6 copies for unadvertised meetings, 4 copies for internal routing.
- \_\_\_ Zone Atlas map with the entire property(ies) precisely and clearly outlined and crosshatched (to be photocopied)
- \_\_\_ Original Mylar drawing of the proposed plat for internal routing only. Otherwise, bring Mylar to meeting.
- \_\_\_ Property owner's and City Surveyor's signatures on the Mylar drawing
- \_\_\_ Landfill disclosure and EHD signature line on the Mylar drawing if property is within a landfill buffer
- \_\_\_ Any original and/or related file numbers are listed on the cover application

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

**MINOR SUBDIVISION PRELIMINARY / FINAL PLAT APPROVAL**

**MINOR SUBDIVISION PRELIMINARY / FINAL PLAT APPROVAL IN ETZ (COUNTY)**

- \_\_\_ Proposed Preliminary / Final Plat (folded to fit into an 8.5" by 14" pocket) 6 copies for unadvertised meetings, 4 copies for internal routing.
- \_\_\_ Site sketch with measurements showing structures, parking, Bldg. setbacks, adjacent rights-of-way and street improvements, etcetera, 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) precisely and clearly outlined and crosshatched (to be photocopied)
- \_\_\_ Letter briefly describing, explaining, and justifying the request
- \_\_\_ Copy of CDRA comments, if a County case
- \_\_\_ Copy of County application, if a County case
- \_\_\_ Original Mylar drawing of the proposed plat for internal routing only. Otherwise, bring Mylar to meeting.
- \_\_\_ Property owner's and City Surveyor's signatures on the Mylar drawing
- \_\_\_ Landfill disclosure and EHD signature line on the Mylar drawing if property is within a landfill buffer
- \_\_\_ Fee (see schedule)
- \_\_\_ Any original and/or related file numbers are listed on the cover application

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

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

**AMENDMENT TO INFRASTRUCTURE LIST (with minor changes)**

**AMENDMENT TO GRADING PLAN (with minor 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, Infrastructure List, and/or Grading Plan (folded to fit into an 8.5" by 14" pocket) 6 copies for unadvertised meetings, 4 copies for internal routing.
- \_\_\_ Original Preliminary Plat, Infrastructure List, and/or Grading Plan (folded to fit into an 8.5" by 14" pocket) 6 copies for unadvertised meetings, 4 copies for internal routing.
- \_\_\_ Zone Atlas map with the entire property(ies) precisely and clearly outlined and crosshatched (to be photocopied)
- \_\_\_ Letter briefly describing, explaining, and justifying the request
- \_\_\_ Original Mylar drawing of the proposed amended plat for internal routing only. Otherwise, bring Mylar to meeting.
- \_\_\_ Property owner's and City Surveyor's signatures on the Mylar drawing, if the plat is being amended
- \_\_\_ Any original and/or related file numbers are listed on the cover application

Amended preliminary plat approval expires after one year.  
 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.

MARK SHERRILL

Applicant name (print)

Mark Sherrill

5-13-02

Applicant signature / date

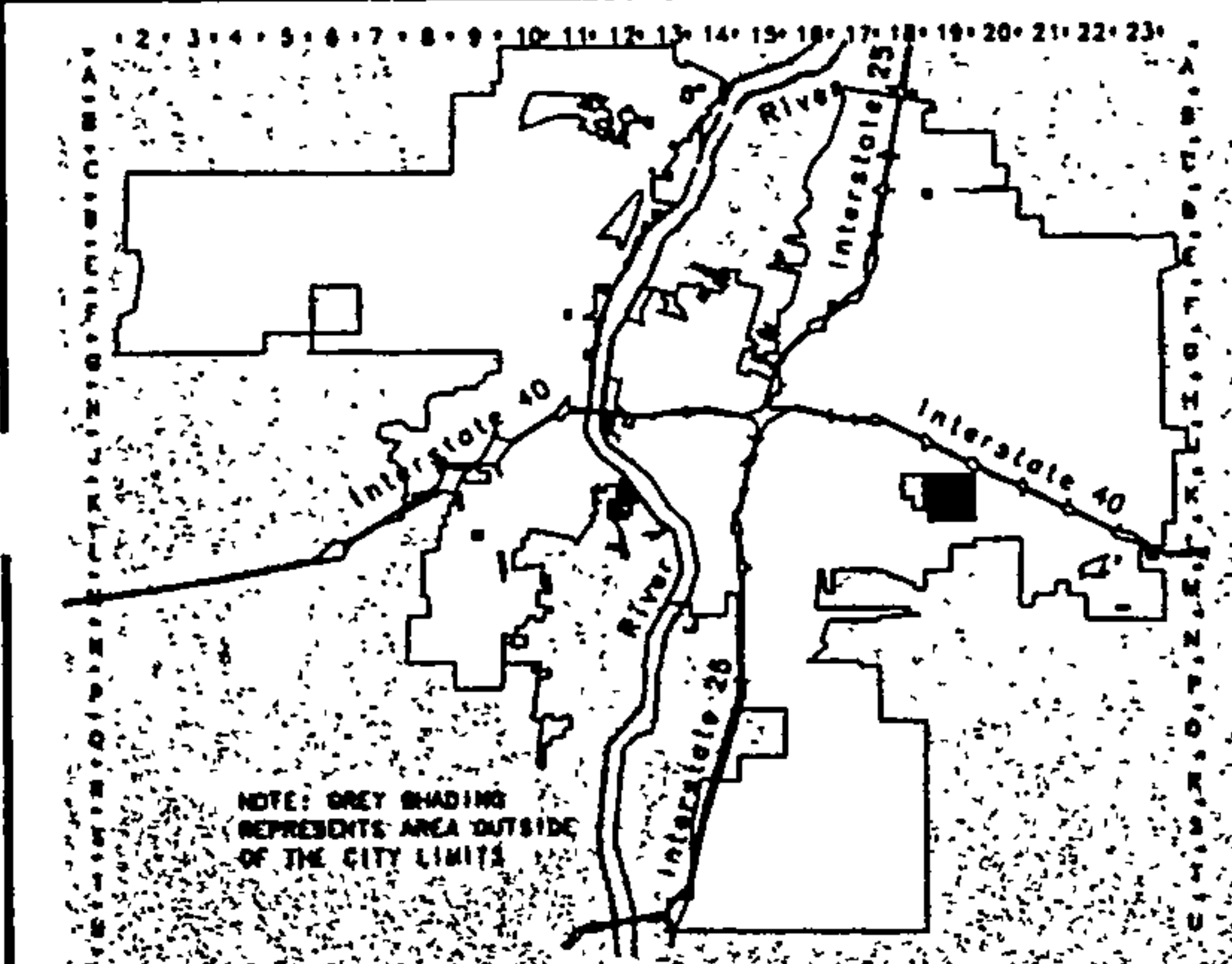
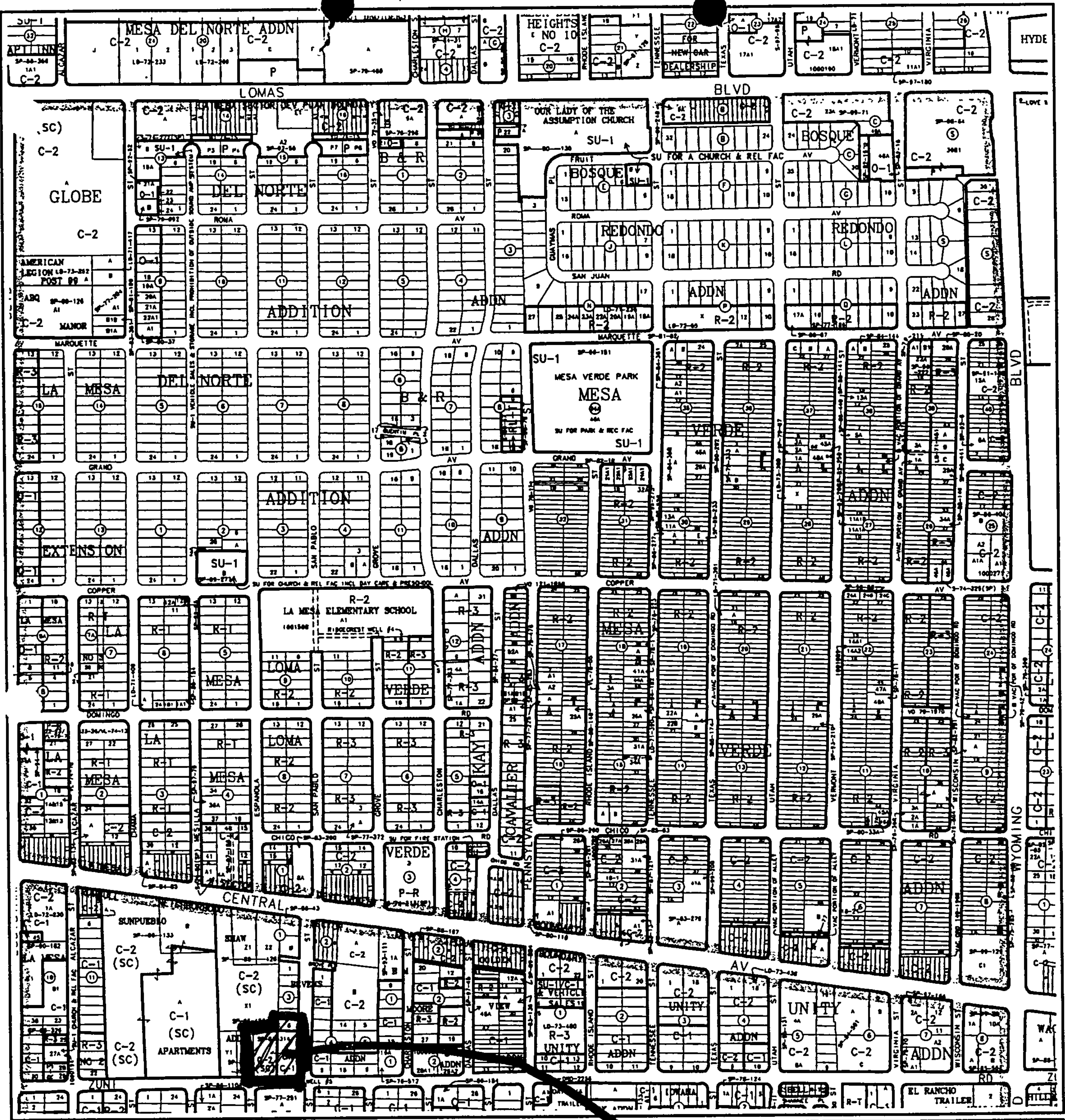


Form revised December 2000

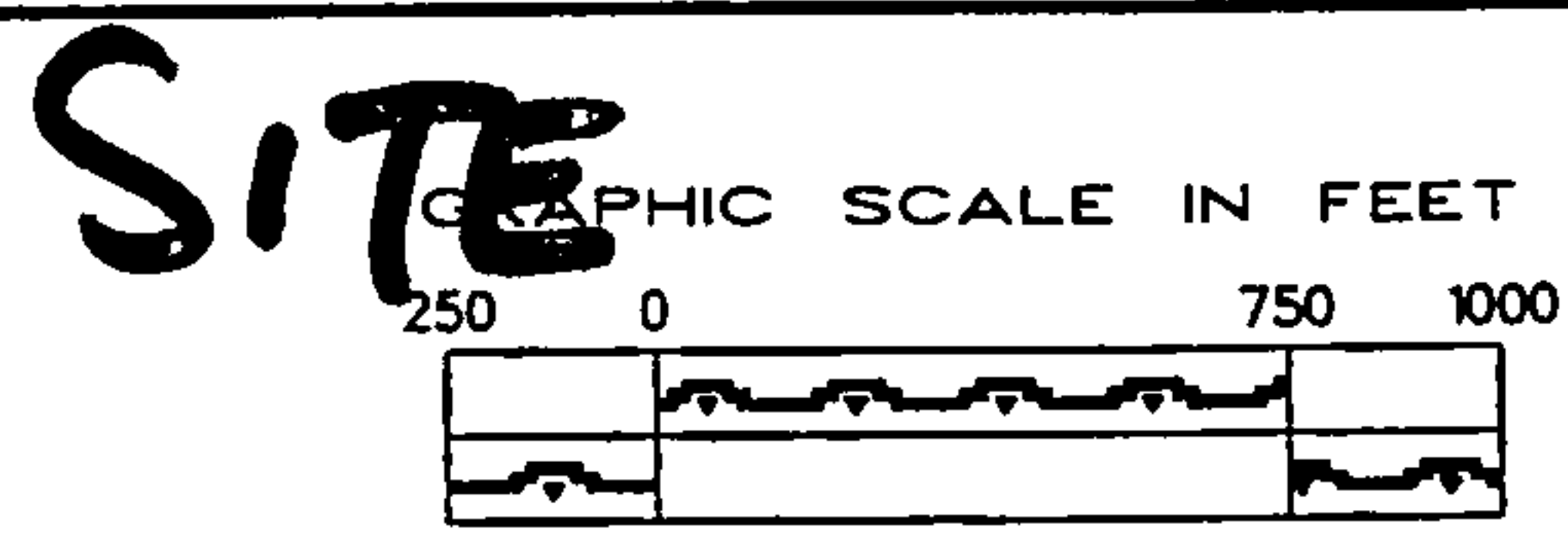
- Checklists complete
- Fees collected
- Case #s assigned
- Related #s listed

Application case numbers  
02DRB - 00734

Robert 5/14/02  
 Planner signature / date  
**Project # 1001948**



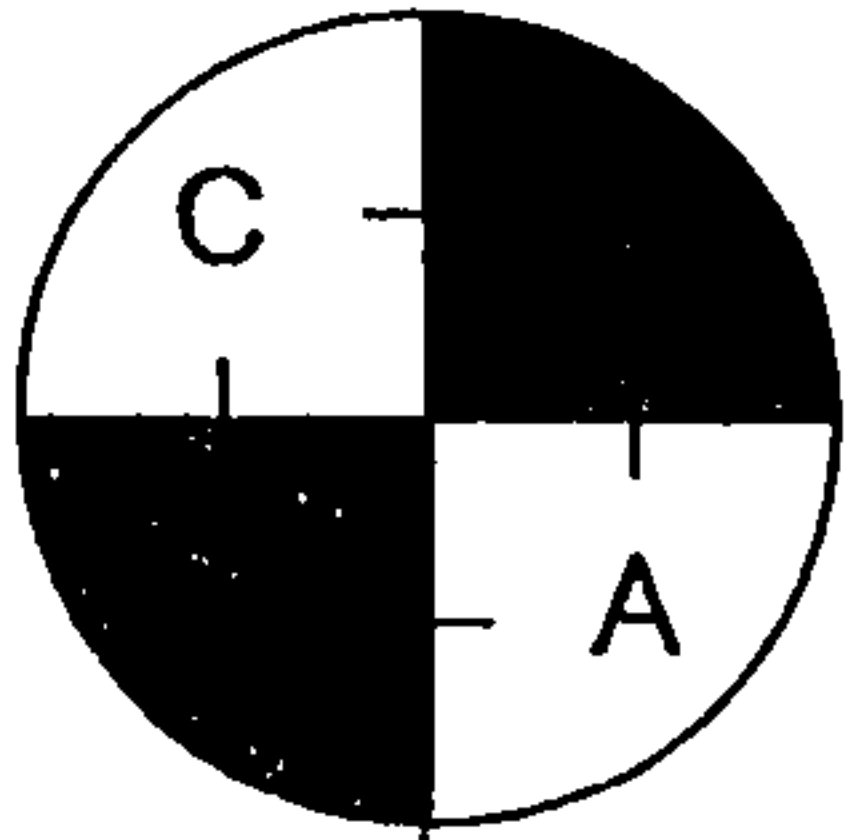
CITY OF  
Albuquerque  
**A G I S**  
Albuquerque Geographic Information System  
PLANNING DEPARTMENT  
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**Zone Atlas Page**

**K-19-Z**

Map Amended through April 03, 2002



***Clint Sherrill & Associates***  
**ENGINEERING/SURVEYING & GPS PROFESSIONALS**

May 13, 2002

TO: DRB Members

Our firm was hired by Architects Studio, LLC to prepare a topographic survey and a plat. The purpose of this plat is to combine Tract CA-1, Replat of East Central Multi-Service Center, and Lot 6 in Block 3 of Bevans Addition into one tract. This is all City of Albuquerque property. There is a proposed dental clinic building to be built just north of the existing building. Lot 6 will be used for additional parking. There is a question whether or not the existing zoning can still be used.

Sincerely

Mark Sherrill  
*President*



# PRE-APPLICATION DISCUSSION

**NOTE:** PRE APPLICATION DISCUSSIONS ARE PROVIDED TO ASSIST APPLICANTS IN ACQUIRING INFORMATION ON PROCESS AND REQUIREMENTS PERTAINING TO THEIR REQUEST. THE INTERPRETATION OF SPECIFIC USES ALLOWED WITHIN VARIOUS ZONES IS THE RESPONSIBILITY OF THE ZONING ENFORCEMENT OFFICER, AS PROVIDED FOR BY THE COMPREHENSIVE ZONING CODE. ANY STATEMENTS REGARDING ZONING AT THE PRE APPLICATION DISCUSSION ARE NOT CERTIFICATES OF ZONING.

P-A # 02-051 APPLICANT Mark Sherrill TEL. # 256-7364

RECEIVED BY K. Tsethlikai DATE April 26, 2002

APPOINTMENT TIME & DATE: 3:45 pm, May 8, 2002

Appointment requests received by Monday will be scheduled for Wednesday of the same week, if times are available. Requests received after Monday will be scheduled for the following Wednesday. **Please contact the Planning Division at 924-3860 for more information.**

**1. BRIEFLY DESCRIBE REQUEST: (What do you plan to develop on this site?)**

Zone Change for City Dental Clinic

**2. RESPOND TO THE FOLLOWING QUESTIONS:**

Size of site: +/- 1.44 Acres Existing Zoning: C-2 (SC) & C-1 Proposed Zoning: \_\_\_\_\_

Previous zone change or site plan approval case #'s for this site: ZA-83-310

Applicable Area or Sector Development Plans: Trumbull Neighborhoods SDP

**Residential:** Type and # of Units Proposed: N/A

**Commercial:** Estimated building square footage: 3,425 Sq. Ft. No. Of Employees: \_\_\_\_\_

**3. LOCATION OF REQUEST:** Provide a legal description of property and indicate location using surrounding streets. Indicate significant landmarks or notable features in the vicinity. **Include Zone atlas number.**

7525 Zuni Rd. SE, Tr. CA-1 East Central Multi-Service Center & Lot 6 Block 3 Beven Addition, Located on San Pablo SE between Zuni Rd. SE and Central Ave. SE, **Zone Atlas Page: K-19-Z**

**7. WHAT QUESTIONS OR CONCERNS DO YOU HAVE REGARDING THIS REQUEST: -**

- \* What zoning do I need for a Dental Clinic?
- \* I will need all requirements for Planning, Traffic, and Utilities.
- \* If he can submit applications to DRB and EPC all at the same time?

924-3337

1. AGENCY REPRESENTATIVES PRESENT AT MEETING

Planning:  Russell Brito                       Others Joanie Barth-Montanez

Transportation:  Tony Loyd                       Others \_\_\_\_\_

Utilities:  Jack McDonough                       Others \_\_\_\_\_

Others: \_\_\_\_\_

2. TYPE OF APPLICATION ANTICIPATED / APPROVAL AUTHORITY

<input checked="" type="checkbox"/> Zone Map Amendment:	<input checked="" type="checkbox"/> EPC Approval	<input type="checkbox"/> City Council Approval
<input type="checkbox"/> Sector Dev. Plan Amendment:	<input type="checkbox"/> EPC Approval	<input type="checkbox"/> City Council Approval
<input type="checkbox"/> Site Dev. Plan for Subdivision:	<input type="checkbox"/> EPC Approval	<input type="checkbox"/> DRB Approval
<input checked="" type="checkbox"/> Site Dev. Plan for Bldg Permit:	<input checked="" type="checkbox"/> EPC Approval	<input type="checkbox"/> DRB Approval
<input type="checkbox"/> Annexation: [EPC Review with City Council Approval]	if (sc) designation remains	
<input type="checkbox"/> OTHER		

3. SUMMARY OF PRT DISCUSSION

- Existing C-2(SC) and C-1 zoning both allow dental clinic use
- Lot line removal can be accomplished at DRB (minor subdivision)
- "Down-zone" from C-2(SC) to C-1 will create one lot with one zone and eliminate site plan review requirement (western part of Tract CA1 and Lot 6)
- Submit sketch plat to DRB for review and comment - mention intentions for potential development and potential zone map amendment
- No utility issues
- No traffic issues

4. SIGN & DATE TO VERIFY ATTENDANCE & RECEIPT OF THIS SUMMARY. .  
 [PRT DISCUSSIONS ARE INFORMATIONAL & NON-BINDING]

Russell Brito 8 May '02  
 PRT CHAIRMAN / DATE

Mad Skill  
 APPLICANT OR AGENT / DATE