



Supplemental Form (SF)

**SUBDIVISION**

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

**S Z ZONING & PLANNING**

Annexation

**SITE DEVELOPMENT PLAN**

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

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

- Storm Drainage Cost Allocation Plan

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): Huitt-Zollars Inc. Kim Stelzer PHONE: 505 892-5141  
 ADDRESS: 333 Rio Ranchos Dr. NE Suite 101 STATE NM ZIP 87104 E-MAIL: KStelzer@huitt-zollars.com  
 CITY: Rio Rancho  
 APPLICANT: Winrock Partners LLC STATE NM ZIP 87104 E-MAIL: stand@goodmanrealty.com  
 ADDRESS: 100 Sun Ave. NE Suite 210 STATE NM ZIP 87109 E-MAIL: stand@goodmanrealty.com  
 CITY: Albuquerque  
 Proprietary interest in site: OWNERS List all owners:

**DESCRIPTION OF REQUEST:** Create 2 Parcels from 1 Parcel

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. A-1-A-1-A-1-A Block: \_\_\_\_\_ Unit: \_\_\_\_\_  
 Subdiv/Addn/TBKA: Winrock Center Addition  
 Existing Zoning: SU-3 Proposed zoning: SU-3 MRGCD Map No \_\_\_\_\_  
 Zone Atlas page(s): J-19-Z UPC Code: 10190581264092041041

**CASE HISTORY:**

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX\_Z\_V\_S, etc.):  
1002202 & 1008660

**CASE INFORMATION:**

Within city limits?  Yes  No Within 1000FT of a landfill? No  
 No. of existing lots: 1 No. of proposed lots: 2 Total site area (acres): 50.9483

LOCATION OF PROPERTY BY STREETS: On or Near: LOUISIANA BIVD NE  
 Between: I-40 and Indus School Rd.

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

**SIGNATURE**

[Signature] DATE 2/11/17 Applicant:  Agent:

**FOR OFFICIAL USE ONLY**

- INTERNAL ROUTING
- All checklists are complete
- All fees have been collected
- All case #s are assigned
- AGIS copy has been sent
- Case history #s are listed
- Site is within 1000ft of a landfill
- F.H.D.P. density bonus
- F.H.D.P. fee rebate

Revised: 11/2014

Application case numbers	Action	S.F.	Fees
<u>17 DRB - 70027</u>	<u>P3F</u>		<u>\$ 450.00</u>
	<u>CMF</u>		<u>\$ 20.00</u>
			\$ _____
			\$ _____
			\$ _____
			\$ _____
			\$ _____
			Total
			<u>\$ 470.00</u>

Hearing date February 15 2016

2-6-17

Project # 1002202

Staff signature & Date

[Signature]

**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)**

- \_\_\_ 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

Your attendance is required.

**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.

Kim Sheffer  
 Applicant name (print)  
 Applicant signature / date



Form revised **October 2007**

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

Application case numbers  
 11DRB-70027  
 Project # 1002202  
 Planner signature / date  
 2-6-17