

City of Albuquerque



DEVELOPMENT/ PLAN REVIEW APPLICATION

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
☐ Street Name Change (Local & Collector)
☐ **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): RIO GRANDE ENGINEERING PHONE: 505.321.9099
 ADDRESS: PO BOX 93924 FAX: _____
 CITY: ALB STATE NM ZIP 87199 E-MAIL: david@riograndeengineering.com

APPLICANT: HOMES DIRECT OF ALBUQUERQUE, LLC PHONE: _____
 ADDRESS: 4918 SALIDA BLVD FAX: _____
 CITY: SALIDA STATE CA ZIP 95368 E-MAIL: _____

Proprietary interest in site: _____ List all owners: _____

DESCRIPTION OF REQUEST: AMMENDMENT TO INFRASTRUCTURE LIST (MINOR)

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. TR 8A AND 8B Block: _____ Unit: 3
 Subdiv/Addn/TBKA: BROADWAY INDUSTRIAL CENTER
 Existing Zoning: IP Proposed zoning: IP MRGCD Map No. _____
 Zone Atlas page(s): M15 UPC Code: 101405552739010614

CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX_Z_, V_, S_, etc.): _____
1002345

CASE INFORMATION:

Within city limits? ☒ Yes Within 1000FT of a landfill? ☒ YES
 No. of existing lots: 2 No. of proposed lots: 2 Total site area (acres): 3
 LOCATION OF PROPERTY BY STREETS: On or Near: KARSTEN COURT
 Between: BROADWAY and INTERSTATE 25

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

SIGNATURE

(Print Name) DAVID SOULE DATE _____ Applicant ☐ Agent: ☒

FOR OFFICIAL USE ONLY

Revised: 4/2012

	Application case numbers	Action	S.F.	Fees
<input type="checkbox"/> INTERNAL ROUTING				
<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(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.

Applicant name (print)

Applicant signature / date

Form revised October 2007



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

Application case numbers

Project #

Planner signature / date

May 5, 2015

Mr. Jack Cloud
Chair- Development Review Board
City of Albuquerque
600 2nd street NW
Albuquerque, NM 87102

**RE: Infrastructure list Amendment
Tract 8A and 8B Broadway Industrial Center
Project # 1002345
Albuquerque, New Mexico**

Dear Mr. Cloud:

Rio Grande Engineering requests a minor amendment to the infrastructure list. The change is due to the method we were able to service the parcels. The infrastructure list called for public sewer line extension. The intent was to provide service, and we were able to via a private easement. In order to certify the required items are completed we are requesting a change to the sewer line language.

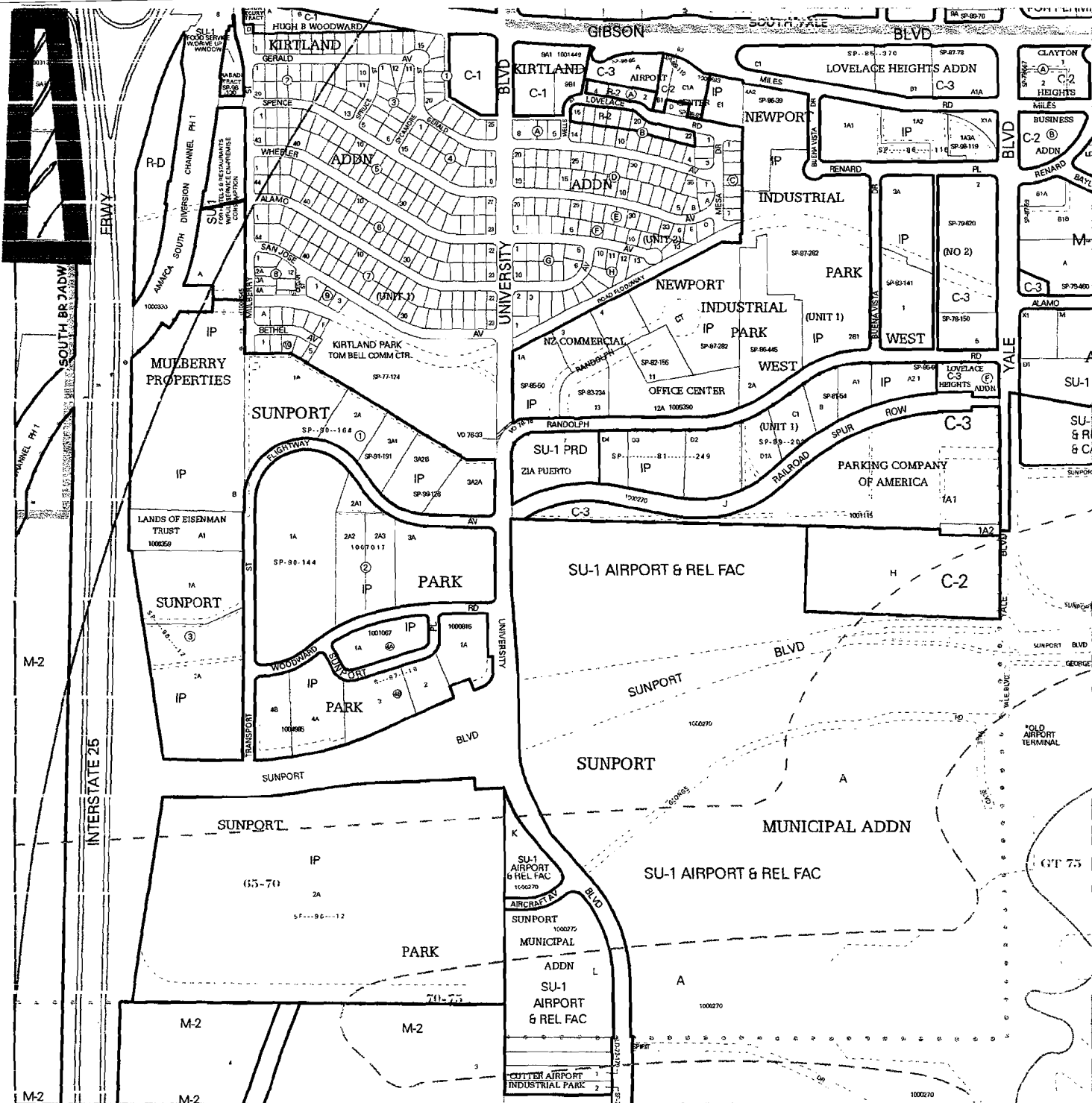
Should you have any questions regarding this matter, please do not hesitate to call me.

Sincerely,

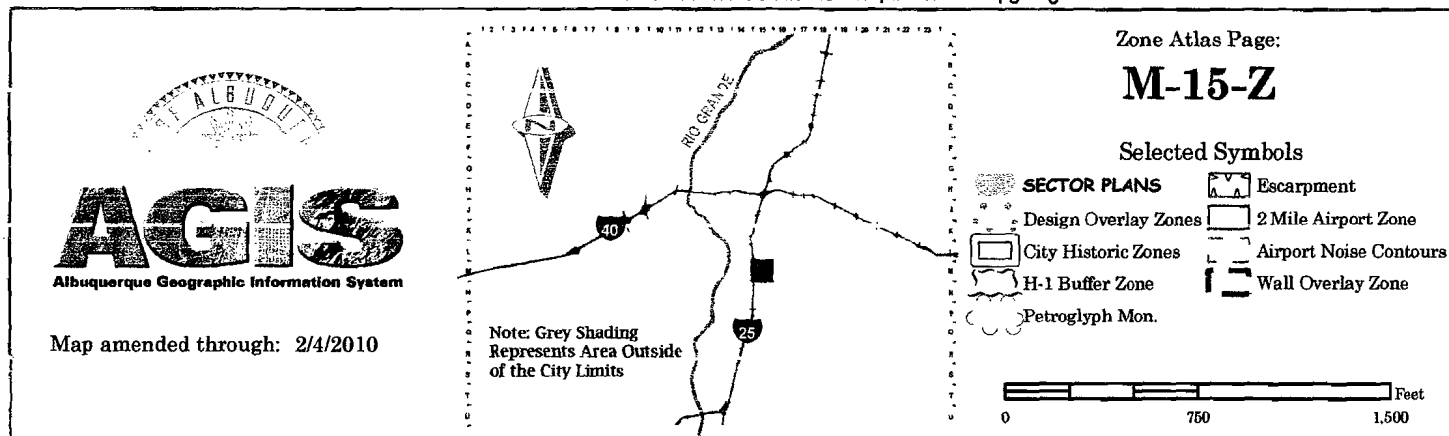


David Soule, PE
RIO GRANDE ENGINEERING
PO Box 93924
ALBUQUERQUE, NM 87199
321-9099

Enclosures



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



INFRASTRUCTURE LIST**EXHIBIT "A"**

**TO SUBDIVISION IMPROVEMENTS AGREEMENT
DEVELOPMENT REVIEW BOARD (D.R.B.) REQUIRED INFRASTRUCTURE LIST**

DRB Application No.: 1002345

**LOTS 3A,3B AND LOTS 8A AND 8B, UNIT 3, BROADWAY INDUSTRIAL CENTER
PROPOSED NAME OF PLAT AND/OR SITE DEVELOPMENT PLAN**

**LOTS 3, UNIT 1 AND LOT 8, UNIT 3 BROADWAY INDUSTRIAL CENTER
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
PHASE 1									
<input type="text"/>	<input type="text"/>	NA	SANITARY SEWER SERVICE	PRIVATE SANITARY SEWER EASEMENT	KARSTEN CT	EACH LOT	/	/	/
<input type="text"/>	<input type="text"/>	30' E-E	PAVED ACCESS AND TURN AROUND	40' PRIVATE ACCESS EASEMENT	KARSTEN CT	TERMINOUS	/	/	/
<input type="text"/>	<input type="text"/>						/	/	/
<input type="text"/>	<input type="text"/>						/	/	/
<input type="text"/>	<input type="text"/>						/	/	/
<input type="text"/>	<input type="text"/>						/	/	/
<input type="text"/>	<input type="text"/>						/	/	/
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<input type="text"/>	<input type="text"/>						/	/	/
<input type="text"/>	<input type="text"/>						/	/	/

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NOTES

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AGENT / OWNER	DEVELOPMENT REVIEW BOARD MEMBER APPROVALS
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NAME (print)

DRB CHAIR - date

PARKS & GENERAL SERVICES - date

FIRM

TRANSPORTATION DEVELOPMENT - date

AMAFCA - date

SIGNATURE - date

UTILITY DEVELOPMENT - date

- date

MAXIMUM TIME ALLOWED TO CONSTRUCT
THE IMPROVEMENTS WITHOUT A DRB
EXTENSION: _____

CITY ENGINEER - date

- date

DESIGN REVIEW COMMITTEE REVISIONS

REVISION	DATE	DRC CHAIR	USER DEPARTMENT	AGENT / OWNER

Current DRC
Project Number:

697483

FIGURE 12

INFRASTRUCTURE LIST

(Rev. 9-05)

EXHIBIT "A"

**TO SUBDIVISION IMPROVEMENTS AGREEMENT
DEVELOPMENT REVIEW BOARD (D.R.B.) REQUIRED INFRASTRUCTURE LIST**

LOTS 3A,3B, UNIT 1 AND LOTS 8A AND 8B, UNIT 3, BROADWAY INDUSTRIAL CENTER

PROPOSED NAME OF PLAT AND/OR SITE DEVELOPMENT PLAN

LOT 3, UNIT 1 AND LOTS, UNIT 3, BROADWAY INDUSTRIAL CENTER

EXISTING LEGAL DESCRIPTION PRIOR TO PLATTING ACTION

Date Submitted: 1/1
Date Site Plan Approved: 12-15-15
Date Preliminary Plat Approved: 12-15-15
Date Preliminary Plat Expires: 12-15-16
DRB Project No.: 1002345
DRB Application No.:

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.

Financially Guaranteed DRC #	Constructed Under DRC #	Size	Type of Improvement	Location	From	To	Construction Certification		
							Private Inspector	P.E.	City Cnst Engineer
							/	/	/
697483		8"	Sanitary Sewer Line with services to lots	Public water and sewer easement	Karsten Court	lots 8a,8b,3a,3b	/	/	/
697483		30' E-E	PAVED ACCESS INCLUDING TURN AROUND	40' PRIVATE ACCESS EASEMENT(LOT 3a)	Karsten court	Terminous	/	/	/
							/	/	/
							/	/	/
							/	/	/
							/	/	/
							/	/	/
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							/	/	/

The items listed below are on the CCIP and approved for Impact Fee credits. Signatures from the Impact Fee Administrator and the City User Department is required prior to DRB approval of this listing. The items listed below are subject to the standard SIA requirements.

Financially Guaranteed DRC #	Constructed Under DRC #	Size	Type of Improvement	Location	From	To	Construction Certification		
							Private		City Cnst Engineer
							Inspector	P.E.	
<input type="text"/>	<input type="text"/>						/	/	/
<input type="text"/>	<input type="text"/>						/	/	/
Approval of Creditable Items:							Approval of Creditable Items:		
Impact Fee Administrator Signature Date							City User Dept. Signature Date		

NOTES

If the site is located in a floodplain, then the financial guarantee will not be released until the LOMR is approved by FEMA.
Street lights per City requirements.

- 1 _____
- 2 _____
- 3 _____

AGENT / OWNER	DEVELOPMENT REVIEW BOARD MEMBER APPROVALS	
DAVID SOULE NAME (print) RIO GRANDE ENGINEERING FIRM <i>DS</i> 2/6/13 SIGNATURE - date	<i>[Signature]</i> 2-6-13 DRB CHAIR - date <i>[Signature]</i> 02-06-13 TRANSPORTATION DEVELOPMENT - date <i>A. Porter</i> 02/06/13 UTILITY DEVELOPMENT - date <i>Ante C. Ch...</i> 2-6-13 CITY ENGINEER - date	<i>Carel S. Dumont</i> 2-6-13 PARKS & GENERAL RECREATION - date _____ AMAFCA - date _____ - date _____ - date

DESIGN REVIEW COMMITTEE REVISIONS				
REVISION	DATE	DRC CHAIR	USER DEPARTMENT	AGENT / OWNER