

# City of Albuquerque



## DEVELOPMENT/PLAN REVIEW APPLICATION

Updated 4/16/15

### Supplemental Form (SF)

#### SUBDIVISION

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

#### 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

#### SITE DEVELOPMENT PLAN

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

D Street Name Change (Local & Collector)

#### L A APPEAL / PROTEST of...

Decision by: DRB, EPC, LUCC, Planning Director, ZEO, ZHE, Board of Appeals, other

#### STORM DRAINAGE (Form D)

Storm Drainage Cost Allocation Plan

**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): Anchor Engineering PHONE: SOS 362 1530  
 ADDRESS: 1035 S. Basque Loop ADDRESS: 8200 Camel Ave NE FAX:  
 CITY: Basque Farms STATE: NM ZIP: 87068 E-MAIL: martine@anchoreng.net  
 APPLICANT: GORDON and JAVIE ROWE PHONE: SOS 301 9431  
 ADDRESS: ALBUQUERQUE CITY: ALBUQUERQUE STATE: NM ZIP: 87122 E-MAIL:  
 Proprietary interest in site: \_\_\_\_\_ List all owners: GORDON & JAVIE ROWE

DESCRIPTION OF REQUEST: CONSOLIDATE LOTS 23-B-1 and 23-B-2 into one lot to create lot 23-B-1-A

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. 23-B-1 & 23-B-2 Block: \_\_\_\_\_ Unit: \_\_\_\_\_  
 Subdiv/Addr/TBKA: RICE'S DOMAINS ADDITION NO. 1  
 Existing Zoning: R-2 Proposed zoning: R-2 MRCGD Map No. 35  
 Zone Atlas page(s): H-13 UPC Code: 101305900525432475 101305900525432470

#### CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX\_Z\_, V\_, S\_, etc.):  
1002636

#### CASE INFORMATION:

Within city limits?  Yes Within 1000FT of a landfill?  NO  
 No. of existing lots: 2 No. of proposed lots: 1 Total site area (acres): 0.2985  
 LOCATION OF PROPERTY BY STREETS: On or Near: RICE AVENUE HWY  
 Between: \_\_\_\_\_ and \_\_\_\_\_

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

#### SIGNATURE

*[Signature]*

DATE 2/13/18

(Print Name) Francis PETERS - Anchor Engineering 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

Application case numbers

Action

S.F.

Fees

Revised: 11/2014

Hearing date \_\_\_\_\_

Staff signature & Date \_\_\_\_\_

Project # \_\_\_\_\_

**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
- Design elevations and cross sections of perimeter walls (1" by 17" maximum) **3 copies**
- Site sketch with measurements showing structures, parking, building setbacks, adjacent rights-of-way and street improvements (to include sidewalk, curb & gutter with distance to property line noted) 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
- FORM DRWS Drainage Report, Water & Sewer availability statement filing information
- Proposed Infrastructure List (Figure 18)
- 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.
- Grading and Drainage Plan/Drainage Report Submittal to Hydrology
- (**Grading and Drainage Plan/Drainage Report must be submitted be to Hydrology prior to DRB application submittal. Grading and Drainage plans may have to be approved prior to DRB approval.**)

**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**
  - Proposed Infrastructure List (Figure 18)
  - 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 **January 2018**

Checklists complete

Fees collected

Case #s assigned

Related #s listed

Application case numbers

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

Planner signature / date

Project #

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