

13



Completed 9/25/03  
BQ

# DRB CASE ACTION LOG

REVISED 3/20/2003

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

DRB Application No.: 03-01230 (SBP)  
Project Name: PTI ELEC. CONTRACTORS  
Agent: Miller & Associates

Project # 1002832  
EPC Application No.:  
Phone No.: 889-3248

Project Number

1002832

Your request for (SDP for SUB), (SDP for BP), (FINAL PLATS), (MASTER DEVELOP. PLAN), was approved on 7/30/03 by the DRB with delegation of signature(s) to the following departments.  
**OUTSTANDING SIGNATURES COMMENTS TO BE ADDRESSED**

TRANSPORTATION: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

UTILITIES: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

CITY ENGINEER / AMAFCA: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

PARKS / CIP: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

PLANNING (Last to sign) *7/30/03* *Comments in file*  
 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.

Include 3 copies of the approved site plan along with the originals.  
 County Treasurer's signature must be obtained prior to the recording of the plat with the County Clerk.  
 Property Management's signature must be obtained prior to Planning Department's signature.  
 Copy of final plat AND a DXF File for AGIS is required.  
 Copy of recorded plat for Planning.

Completed BA. 9/24

APPLICATION NO. 03DRR-01230	PROJECT NO. 1002832
PROJECT NAME PTI Elec	
EPC APPLICATION NO.	Jim Miller
APPLICANT / AGENT Miller + Assoc	PHONE NO. 884-3248
ZONE ATLAS PAGE <del>C-11</del>	345-1312
(SDP for SUB), (SDP for BP), (FINAL PLATS), (MASTER DEV PLAN), (IR), (AA)	
<b>ONE STOP COMMENT FORM LOG</b>	

<b>TRANSPORTATION DEV (505) 924-3990</b>		
PLANS DISAPPROVED	DATE	DATE
PLANS APPROVED	DATE	DATE
COMMENTS:		

<b>UTILITY DEV (505) 924-3989</b>		
PLANS DISAPPROVED	DATE	DATE
PLANS APPROVED	DATE	DATE
COMMENTS:		

<b>HYDROLOGY DEV (505) 924-3986</b>		
PLANS DISAPPROVED	DATE	DATE
PLANS APPROVED	DATE	DATE
COMMENTS:		

<b>PARKS AND REC (505) 768-5328</b>		
PLANS DISAPPROVED	DATE	DATE
PLANS APPROVED	DATE	DATE
COMMENTS:		

<b>PLANNING (505) 924-3858</b>		
PLANS DISAPPROVED	DATE	DATE
PLANS APPROVED	DATE	DATE
COMMENTS:		
<p>9/15/03 <sup>&amp; comments</sup> for review only 3 copies for signature to follow JM?</p> <p>9/16/03 called J.M. to get comments to resolve before making 3 signature sets... B.A.</p>		

(Return form with plat / site plan)

13



# DRB CASE ACTION LOG

REVISED 3/20/2003

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

DRB Application No.: 03-01230 (SBP)  
Project Name: **PTI ELEC. CONTRACTORS**  
Agent: Miller & Associates

Project # **1002832**  
EPC Application No.:  
Phone No.: **509-3248**

Your request for (SDP for SUB) (SDP for BP), (FINAL PLATS), (MASTER DEVELOP. PLAN), was approved on 7/31/03 by the DRB with delegation of signature(s) to the following departments.  
**OUTSTANDING SIGNATURES COMMENTS TO BE ADDRESSED**

- TRANSPORTATION: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- UTILITIES: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- CITY ENGINEER / AMAFCA: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- PARKS / CIP: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

- PLANNING (Last to sign): My comments in file  
 **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.
- Include 3 copies of the approved site plan along with the originals.**
- County Treasurer's signature must be obtained prior to the recording of the plat with the County Clerk.**
- Property Management's signature must be obtained prior to Planning Department's signature.**
- Copy of final plat AND a DXF File for AGIS is required.**
- Copy of recorded plat for Planning.**

Project Number 1002832



11. **Project # 1001426**  
03DRB-00812 Minor-Amnd SiteDev Plan  
BldPermit

JERRY DANIELE agent(s) for NEW LIFE BAPTIST CHURCH request(s) the above action(s) for all or a portion of Block(s) 2A & 2B, Tract(s) N, **ATRISCO BUSINESS PARK, UNIT 2**, zoned IP, located on LOS VOLCANES RD NW, between UNSER BLVD. NW and COORS NW containing approximately 5 acre(s). [REF: DRB 99-199, 01450-01196] [Deferred from 5/28/03] (J-10) **THE AMENDED SITE PLAN FOR BUILDING PERMIT WAS APPROVED AND SIGNED OFF BY THE BOARD.**

12. **Project # 1001864**  
03DRB-01229 Minor-SiteDev Plan  
BldPermit/EPC

JUNIPER DESIGN agent(s) for S. G. PROPERTIES request(s) the above action(s) for all or a portion of Tract(s) F-1, Block(s) 1, **COUNTRY CLUB SUBDIVISION**, zoned SU-2 special neighborhood zone, MD-1, located on DR MARTIN LUTHER KING JR AVE NE, between MULBERRY ST NE and CEDAR ST NE containing approximately 1 acre(s). [REF: 02EPC-01120] [**DEBBIE STOVER, EPC CASE PLANNER**] (K-15) **THE ABOVE REQUEST WAS INDEFINITELY DEFERRED.**

13. ~~**Project # 1002832**~~  
~~03DRB-01230 Minor-SiteDev Plan~~  
~~BldPermit~~

MILLER & ASSOCIATES, agent(s) for PECK-TRASK INVESTMENTS LLC request(s) the above action(s) for all or a portion of Lot(s) 53 , (to be known as **PTI ELECTRICAL CONTRACTORS**), **ALAMEDA BUSINESS PARK**, zoned SU-2 IP-EP, located on VISTA ALAMEDA NE, between EDITH BLVD NW and the AMAFCA NORTH DIVERSION CHANNEL NW containing approximately 1 acre(s). [REF: DRB-98-223, 1000624] (C-16) **THE SITE PLAN FOR BUILDING PERMIT WAS APPROVED WITH FINAL SIGN OFF DELEGATED TO PLANNING TO ADDRESS COMMENTS IN FILE.**

14. **Project # 1002786**  
03DRB-01075 Minor-SiteDev Plan  
BldPermit

JIM MILLER - MILLER & ASSOCIATES, agent(s) for FIDELITY TRUST CO. request(s) the above action(s) for all or a portion of Lot(s) 1-3, Block(s) 5, Tract(s) A, **NORTH ALBUQUERQUE ACRES, UNIT B**, zoned IP industrial park zone, located on SAN MATEO BLVD NE, between SAN DIEGO AVE NE and BEVERLY HILLS AVE NE containing approximately 3 acre(s). [REF: 01ZHE-01832] [Deferred from 7/9/03 & 7/30/03] (B-18) **DEFERRED AT THE AGENT'S REQUEST TO 8/6/03.**

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

15. **Project # 1001396**  
03DRB-01231 Minor-Prelim&Final Plat  
Approval

MARK GOODWIN & ASSOCIATES, PA agent(s) for VISTA DEL NORTE DEVELOPMENT, LLC request(s) the above action(s) for all or a portion of Block(s) 13, Tract(s) 1-A, 2-A & 3-A, **ALTA TIERRA DEL NORTE, UNIT 1**, zoned R-1 residential zone, located on CALLE MONTANA NE, between VISTA DEL NORTE DR NE and CALLE FUERTE NE containing approximately 1 acre(s). [REF: 02DRB-00682, 02DRB-01871] (D-16) **THE PRELIMINARY PLAT WAS APPROVED WITH FINAL SIGN OFF DELEGATED TO PLANNING FOR THE DXF FILE.**

16. **Project # 1001413**  
03DRB-01160 Minor-Final Plat  
Approval

BOHANNAN HUSTON INC agent(s) for PULTE HOMES OF NEW MEXICO INC request(s) the above action(s) for all or a portion of Tract(s) Y-1A-1A-3, VENTANA RANCH, **PINON POINTE - UNIT 5**, zoned R-LT, located on LAS VENTANAS RD NW, between IRVING BLVD NW and RAINBOW BLVD NW containing approximately 17 acre(s). [REF: 03DRB-00591] [Deferred from 7/23/03] (B-9) **THE FINAL PLAT WAS APPROVED WITH FINAL SIGNOFF DELEGATED TO CITY ENGINEER FOR SIA AND PLANNING FOR THE DXF FILE.**

17. **Project # 1002025**  
03DRB-01217 Minor-Final Plat  
Approval

ADVANCED ENGINEERING & CONSULTING LLC agent(s) for FRED N. SEELEY request(s) the above action(s) for all or a portion of the north portion of Tract(s) 6, LANDS OF C. H. HALL (to be known as **WEST PLATEAU MOBILE HOME SUBDIVISION**, zoned SU-1 special use zone, FOR MH, located on the west side of 90TH ST NW, between VOLCANO RD NW and BLUEWATER RD NW containing approximately 4 acre(s). [REF: 03DRB-00044, 03DRB-00045] (K-09) **THE FINAL PLAT WAS APPROVED WITH FINAL SIGN OFF DELEGATED TO PARKS FOR CASH-IN-LIEU AND PLANNING FOR DXF FILE AND P-1 DESIGNATIONS AFTER LOT #.**

18. **Project # 1002266**  
03DRB-01232 Minor-Preliminary Plat  
Approval

WILKS CO agent(s) for MICHAEL A EAVES request(s) the above action(s) for all or a portion of Tract(s) 121-B-2-A and 121-B-1, (to be known as Lands of Eaves & Olguin >, **MRGCD MAP 31**, zoned RA-2, located WEST OF RIO GRANDE BLVD NW, between ARBOR RD NW and TEODORO RD NW containing approximately 1 acre(s). [REF: 02DRB-01538] (F-13) **WITH THE SIGNING OF THE INFRASTRUCTURE LIST DATED 7/30/03 THE PRELIMINARY PLAT WAS APPROVED WITH THE FOLLOWING CONDITIONS OF FINAL PLAT: 1) ACCESS EASEMENT SHALL BE WIDENED TO 22- FEET. 2) SOLID WASTE'S CONCURRENCE IS REQUIRED PRIOR TO FINAL PLAT APPROVAL.**

19. **Project # 1002479**  
03DRB-01226 Minor-Final Plat  
Approval

ISAACSON & ARFMAN PA, agent(s) for JAY REMBE, (DBA WINTERHAVEN PARTNERS), request(s) the above action(s) for all or a portion of Lot(s) 6, RIVERSIDE PLAZA, (to be known as **THE PRESERVE**) zoned SU-1 special use zone, FOR PRD, 8DU/AC, and located on the east side of WINTERHAVEN RD NW, between MONTANO RD NW and LA ORILLA RD NW containing approximately 4 acre(s). [REF: 03DRB-00233, 03DRB-00813,..814 &..815, 03DRB-00718] (E-12) **FINAL PLAT WAS APPROVED AND SIGNED OFF BY THE BOARD.**

20. **Project # 1000610**  
03DRB-00984 Minor- Final Plat Approval

CONSENSUS PLANNING, agent(s) for WEST MESA MINI STORAGE, request(s) the above action(s) for all or a portion of Tract(s) 334/SLY, **TOWN OF ATRISCO GRANT, UNIT 8**, zoned SU-1 special use zone, OFFICE, located on the NORTHWEST CORNER OF MIAMI ST NW AND 57<sup>TH</sup> ST NW containing approximately 6 acre(s). [REF: 03EPC-00312, 03EPC-00314, 03EPC-00315] [MAKITA HILL, EPC CASE PLANNER] [*Deferred from 6/25/03, 7/9/03 & 7/16/03 WITH THE SIGNING OF THE AMENDED INFRASTRUCTURE LIST DATED 7/16/03 THE PRELIMINARY PLAT WAS APPROVED. THE FINAL PLAT WAS DEFERRED TO 7/23/03, was indefinitely deferred on a no show 7/23/03 & 7/30/03*] (H-11) **INDEFINITELY DEFERRED ON A NO SHOW.**

**THERE ARE NO SKETCH PLATS THIS WEEK**

21. Approval of the Development Review Board Minutes for July 16, 2003. **MINUTES WERE APPROVED SUBJECT TO CHANGES BY THE BOARD.**

Other Matters: **Project #1000593/Application #03DRB-01079 (SBP) Sign-off of Site Plan with delegation for request heard 7/23/03. THIS ACTION WAS TAKEN.**

ADJOURNED: 12:14 P.M.





**DEVELOPMENT REVIEW BOARD  
ACTION SHEET**

**Plaza del Sol Hearing Room, Basement, Plaza del Sol Building**

July 30, 2003

9:00 a.m.

**MEMBERS:**

Sheran Matson, AICP, DRB Chair  
Claire Senova, Administrative Assistant

Richard Dourte, Transportation Development  
Brad Bingham, Alternate City Engineer

Roger Green, Utility Development  
Christina Sandoval, Parks & Recreation

\*\*\*\*\*

**NOTE:** UNLESS ANNOUNCED DURING THE MEETING, THE DEVELOPMENT REVIEW BOARD WILL NOT TAKE A LUNCH BREAK.

**NOTE:** INDIVIDUALS WITH DISABILITIES WHO NEED SPECIAL ASSISTANCE TO PARTICIPATE AT THIS MEETING SHOULD CONTACT CLAIRE SENOVA, PLANNING DEPARTMENT, AT 924-3946. HEARING IMPAIRED USERS MAY CONTACT HER VIA THE NEW MEXICO RELAY NETWORK BY CALLING TOLL-FREE:1-800-659-8331.

**NOTE:** REQUESTS FOR DEFERRAL OF CASES WILL BE DISCUSSED BY THE BOARD AND THE APPLICANT AND/OR AGENT AT THE BEGINNING OF THE AGENDA. BOTH PARTIES MUST AGREE UPON THE DATE OF DEFERRAL. IF THE APPLICANT/AGENT IS NOT PRESENT, THE ADMINISTRATIVE ASSISTANT MUST RECEIVE A LETTER, PRIOR TO THE HEARING DATE, REQUESTING A SPECIFIC DEFERRAL DATE. THE BOARD WILL DISCUSS AND MAKE A DECISION AT THE HEARING. THE APPLICANT/AGENT WILL THEN BE INFORMED OF THE DEFERRAL DATE AND REASON.

- A. Call to Order: 9:00 a.m.
- B. Changes and/or Additions to the Agenda
- C. New or Old Business

Adjourned: 12:14 p.m.

**NO ACTION IS TAKEN ON THESE CASES:**  
**APPLICANT - AGENT IS REQUIRED TO BE AT THE MEETING**



**CASES WHICH REQUIRE PUBLIC NOTIFICATION**  
**MAJOR SUBDIVISIONS, VACATIONS, SIA EXTENSIONS AND SITE DEVELOPMENT PLANS**

1. **Project # 1000313**  
03DRB-01068 Major-Two Year SIA

MARK GOODWIN & ASSOCIATES, PA agent(s) for CLEARBROOK INVESTMENTS INC request(s) the above action(s) for all or a portion of Lot(s) ALL, **EL VALLADO SUBDIVISION**, zoned SU-1/PRD, located on HIDDEN VALLEY DR SE, between SAGEWOOD CT SE and FENNEL CT SE containing approximately 11 acre(s). [REF: DRB-98-142] (L-22) **A ONE-YEAR SIA WAS APPROVED. THE EXISTING CONSTRUCTION COMPLETION DEADLINE DATE OF 7/18/03 AS IDENTIFIED IN THE MOST RECENT SIA WAS EXTENDED TO 7/18/04.**
  
2. **Project # 1000072**  
03DRB-01107 Major - Vacation of  
Public Right-of-Way  
03DRB-01104 Major-Preliminary Plat  
Approval  
03DRB-01106 Minor -Temp Deferral of  
Sidewalks

MARK GOODWIN & ASSOCIATES, PA agent(s) for D R HORTON request(s) the above action(s) for all or a portion of Lot(s) 14-19, Block(s) 34, NORTH ALBUQUERQUE ACRES, TRACT A, UNIT B, (to be known as **THE CARMEL SUBDIVISION** formerly *BREEZE @ LA CUEVA*) zoned RD, located on LOUISIANA BLVD NE, between HOLLY AVE NE and CARMEL AVE NE containing approximately 6 acre(s). [REF: 1000200] (C-18) **THE VACATION WAS APPROVED AS SHOWN ON EXHIBIT B IN THE PLANNING FILE. WITH THE SIGNING OF THE INFRASTRUCTURE LIST DATED 7/30/03 AND APPROVAL OF THE GRADING PLAN ENGINEER STAMP DATED 6/25/03 THE PRELIMINARY PLAT WAS APPROVED. THE TEMPORARY DEFERRAL OF CONSTRUCTION OF SIDEWALKS ON THE INTERIOR STREETS WAS APPROVED AS SHOWN ON EXHIBIT C IN THE PLANNING FILE.**

3. **Project # 1001348**  
03DRB-01091 Major-Vacation of Public Easements

TIERRA WEST LLC, AGENTS FOR NEWMAN HOMES INC., request(s) the above action(s) for all or a portion of Lot(s) 58, 59 and 60, **QUAIL SPRINGS**, zoned R-D 7DU/A, located on QUAIL SPRINGS NE, between LOUISIANA BLVD NE and WYOMING BLVD NE containing approximately 1 acre(s). [REF: 01ZHE-00963, thru, 01ZHE-00983] (C-19) **THE VACATION WAS APPROVED AS SHOWN ON EXHIBIT B IN THE PLANNING FILE.**

4. **Project # 1002050**  
03DRB-01059 Major – Preliminary Plat Approval  
03DRB-01060 Minor-Temp Defer SDWK

MARK GOODWIN & ASSOCIATES, PA, agent(s) for MEL FAMIE LLC, request(s) the above action(s) for all or a portion of Tract(s) B-2, **LAS MARCADAS SUBDIVISION**, zoned R-LT, located on GOLF COURSE RD NW, between MARNA LYNN AVE NW and JILL PATRICIA ST NW containing approximately 7 acre(s). [REF: V-89-95, 03EPC-00146, 03DRB-00573] [Deferred from 7/30/03] (C-12) **DEFERRED AT THE AGENT'S REQUEST TO 8/13/03.**

5. **Project # 1002324**  
03DRB-01112 Major-Vacation of Public  
Easements

ISAACSON & ARFMAN agent(s) for MOCHO, CHANEY, OLSON & MOCHO LLC request(s) the above action(s) for all or a portion of Lot(s) 7-A-1-B, Block(s) 4, **NORTH ALBUQUERQUE ACRES, TRACT A, UNIT B**, zoned IP, located on VENICE AVE NE, between SAN MATEO NE and NORTH I-25 NE containing approximately 1 acre(s). (B-18) **THE VACATION WAS APPROVED AS SHOWN ON EXHIBIT B IN THE PLANNING FILE.**

03DRB-01227 Minor-Prelim&Final Plat

ISAACSON & ARFMAN agent(s) for MOCHO, CHANEY, OLSON & MOCHO LLC request(s) the above action(s) for all or a portion of Lot(s) 7-A-1-B, Block(s) 4, **NORTH ALBUQUERQUE ACRES, TRACT A, UNIT B**, zoned IP, located on VENICE AVE NE, between SAN MATEO NE and NORTH I-25 NE containing approximately 1 acre(s). (B-18) **PRELIMINARY PLAT WAS APPROVED WITH FINAL SIGN OFF DELEGATED TO CITY ENGINEER FOR CITY ACCEPTANCE OF STORM DRAIN.**

6. **Project # 1002777**  
03DRB-01056 Major-Vacation of Public  
Easements

KAREN MARCOTTE agent(s) for MATTHEW MEADOW NEIGHBORHOOD ASSOCIATION, request(s) the above action(s) for all or a portion of Lot(s) 1 and 40, **MATTHEW MEADOWS SUBDIVISION**, zoned RA-2 residential and agricultural zone, located on N. OF LUA'S LANE NW, between 12<sup>th</sup> ST NW and SAN ISIDRO NW [REF: V-93-54, V-79-37, DRB-93-249, DRB-96-466]. [Deferred from 7/23/03] (G-13) **THE VACATION WAS APPROVED AS SHOWN ON EXHIBIT B IN THE PLANNING FILE.**

7. **Project # 1002342**  
03DRB-00883 Major-Preliminary Plat  
Approval  
03DRB-00884 Minor-Temp Defer SDWK

MARK GOODWIN & ASSOCIATES PA agent(s) for MEL FAMIE, LLC request(s) the above action(s) for all or a portion of Lot(s) 1-3, CLYDE LELAND SUBDIVISION, (to be known as **PETROGLYPH GARDENS SUBDIVISION**) zoned R-T residential zone, located on the EAST SIDE OF ATRISCO DR NW, between LEGENDS AVE NW and WESTERN TRAIL NW containing approximately 3 acre(s). [REF: Z-85-38-5C2, 02DRB-01720 SK] [Deferred from 6/25/03 & 7/23/03] (F-11) **WITH THE SIGNING OF THE INFRASTRUCTURE LIST DATED 7/30/03 AND APPROVAL OF THE GRADING PLAN ENGINEER STAMP DATED 7/7/03 THE PRELIMINARY PLAT WAS APPROVED WITH 2 CONDITIONS. THE TEMPORARY DEFERRAL OF CONSTRUCTION OF SIDEWALKS ON THE INTERIOR STREETS WAS APPROVED AS SHOWN ON EXHIBIT C IN THE PLANNING FILE.**

8. **Project # 1001523**  
03DRB-00757 Major-Vacation of Pub  
Right-of-Way  
03DRB-00758 Minor-Vacation of Private  
Easements  
03DRB-00756 Minor-Prelim&Final Plat  
Approval  
03DRB-00755 Major-Bulk Land Variance

COMMUNITY SCIENCES CORP agent(s) for UNSER - 98TH ST and AIM MANAGEMENT request(s) the above action(s) for, **LADERA INDUSTRIAL CENTER**, zoned SU-1, located on UNSER BLVD NW, between LADERA DR NW and OURAY DR NW (VACATED) containing approximately 129 acre(s). [REF: EPC-00152, EPC-00153, EPC-00229, 1002404, 1001523] [Deferred from 6/4/03, 6/18/03 & 7/9/03] (H-9, H-10) **INDEFINITELY DEFERRED AT THE AGENT'S REQUEST.**

- Project # 1001523**  
03DRB-00899 Minor-Amnd SiteDev Plan  
Subd

MARK GOODWIN & ASSOCIATES, PA agent(s) for UNSER - 98TH STREET PARTNERSHIP request(s) the above action(s) for all or a portion of Lot(s) 2, **LADERA INDUSTRIAL CENTER**, zoned SU-1 for Light Industrial, located on UNSER BLVD NW between 98TH ST NW and LADERA DR NW containing approximately 120 acre(s). [REF: 01EPC-01405, 02DRB-00518, 03DRB-00755] [Deferred from 6/11/03, 7/9/03 & 7/30/03] (H-10) **DEFERRED AT THE AGENT'S REQUEST TO 10/29/03.**



**SITE DEVELOPMENT PLANS (EPC FINAL SIGN-OFF) AMENDED PLANS AND  
MASTER DEVELOPMENT PLANS (CITY COUNCIL FINAL SIGN-OFF)**

**NOTE: IF THE APPLICANT/AGENT IS NOT PRESENT WHEN THEIR REQUEST IS CALLED,  
THEN THE REQUEST MAY BE INDEFINITELY DEFERRED ON A NO SHOW.**

9. **Project # 1000375**  
03DRB-01174 Minor-Prelim&Final Plat  
Approval  
03DRB-01175 Minor-Amnd SiteDev  
Plan Subd
- WAYJOHN SURVEYING, INC. agent(s) for  
CARLISLE PARTNERS, LLC request(s) the above  
action(s) for all or a portion of Tract(s) C-4, **DUKE  
CITY INDUSTRIAL AREA**, zoned C-2 community  
commercial zone, SC, located on the north side of  
CLAREMONT AVE NE, between WELLESLEY DR  
NE and CARLISLE BLVD NE containing  
approximately 5 acre(s). [REF: DRB-99-281, Z-99-76,  
DRB-96-173, 03DRB-00942] (H-16) **THE  
PRELIMINARY PLAT WAS APPROVED WITH  
FINAL SIGN OFF DELEGATED TO  
TRANSPORTATION DEVELOPMENT FOR ACCESS  
EASEMENT TO BE 24-FEET IN WIDTH. THE  
AMENDED SITE PLAN FOR SUBDIVISION WAS  
APPROVED WITH FINAL SIGN OFF DELEGATED  
TO TRANSPORTATION DEVELOPMENT TO  
CHECK FOR THE PLAT TO CONFORM TO THE  
SITE PLAN.**
10. **Project # 1002634**  
03DRB-01172 Minor-SiteDev Plan  
BldPermit/EPC
- KELLS & CRAIG ARCHITECTS INC., agent(s) for  
CITY OF ALBUQUERQUE / OPEN SPACE,  
request(s) the above action(s) for all or a portion of  
Tract(s) 6B2, **LOS POBLANOS RANCH**, zoned SU-1  
for Major Public Open Space, located on TIERRA  
VIVA PL NW, between MONTANO RD NW and the  
GRIEGOS DRAIN NW containing approximately 2  
acre(s). [REF: 03EPC-00695] [CHRIS HYER, EPC  
CASE PLANNER] (F-13) **THE SITE PLAN FOR  
BUILDING PERMIT WAS APPROVED WITH FINAL  
SIGN OFF DELEGATED TO CITY ENGINEER TO  
CHECK FOR PROPER SIGNATURES ON THE  
INFRASTRUCTURE LIST.**

**CITY OF ALBUQUERQUE  
PLANNING DEPARTMENT  
Development Review Board  
July 30, 2003 Comments**

**Item # 13**

**Project # 1002832**

**Application # 03DRB-01230**

**RE: PTI Electrical Contractors**

The site plan sheet title should read "Site Development Plan for Building Permit". The Project & Application #s should be filled in on the original mylar before DRB signs off. The signature line for Traffic Engineering should have the word "Traffic" correctly spelled on the original mylar.

Page 53 of the North I25 Sector Plan, one of the 2 plans to which this site plan must conform, has specific language for loading areas. With a warehouse use, we assume there is a loading area. It is not indicated on the site plan. These Special Screening Standards must be met with language and/or location as appropriate on the Site Plan. The Alameda Business Park Master Development Plan has similar language.

Page 54 of the North I 25 Sector Plan requires a standard landscaping buffer of at least 6 feet wide along the side and rear property lines of industrial development. Your site plan is lacking these buffers in some areas.

Some parking spaces are more than 50' from a tree. See page 55 of the North I25 Sector Plan and the Alameda Business Park Master Plan.

Notes 11, 12 & 13 of the Landscape Development Notes in the Alameda Business Park Master Plan should be a note on your Landscaping Plan as well.

The trees, shrubs, etc noted on your landscaping plan must have the H,M or L water use designation as well.

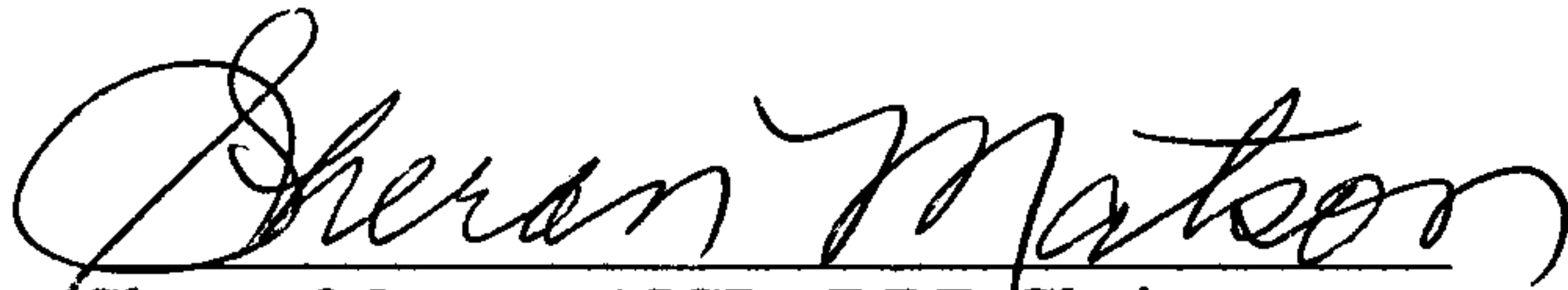
Is any building mounted signage planned? None is shown on the elevations sheet.

The free standing sign cannot exceed 75 square feet since the property abuts a local street. See Section 14-16-2-19,A (23) (c) (a) of the Zoning Code. The overall sign & mount height is fine as shown.

The Alameda Business Park Master Plan has lighting requirements for the parking lot as well as the site & exterior lighting. These conditions should be met via notes on the elevations sheet or the site plan itself. In addition, the Zoning Code has lighting requirements. Where these 2 documents, conflict, the Master Plan prevails.

The site plan should also contain the statement found in the Master Plan relative to mechanical equipment on roofs:

“Mechanical equipment on roofs is to be screened from public view as much as practical. Roof equipment screens are to be at least as high as the highest part of the equipment. Roof screens are to be architecturally compatible with the building.”



Sheran Matson, AICP DRB Chair  
924-3880 Fax: 924-3864



# City of Albuquerque

P.O. BOX 1293 ALBUQUERQUE, NEW MEXICO 87103

## DEVELOPMENT REVIEW BOARD TRANSPORTATION DEVELOPMENT Standard Comment Sheet

DRB-1002832

Item No. 13

Zone Atlas C-16

DATE ON AGENDA 7-30-03

INFRASTRUCTURE REQUIRED ( ) YES (x) NO

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

**TYPE OF APPROVAL REQUESTED:**

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

No.	Comment
<input type="checkbox"/>	No adverse comment.

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

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





**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: 1002832**

**AGENDA ITEM NO: 13**

**SUBJECT:**

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

**ACTION REQUESTED:**

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

**ENGINEERING COMMENTS:**

No adverse comments.

**RESOLUTION:**

APPROVED \_\_\_\_; DENIED \_\_\_\_; DEFERRED \_\_\_\_; COMMENTS PROVIDED \_\_\_\_; 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:** July 30, 2003



**Marcia A. Pincus**

07/29/03 10:17 AM

To: Sheran A. Matson/PLN/CABQ@COA

cc: Mary Lou Leonard/EHD/CABQ@COA, Fred J.  
Aguirre/PWD/CABQ@COA

Subject: DRB Cases

1. The language for the San Antonio case that Fred came up with should be modified to:

The recommendations outlined in the "Master Landfill Gas and Abatement System Plan" dated July 18, 2003 and the "Landfill Gas Migration Plan" to be submitted to AEHD at a future date, must be incorporated in the design of the infrastructure. These recommendations will become part of the infrastructure list. Prior to DRC and/or Site Plan approval the landfill gas mitigation design must be submitted and approved by AEHD.

The second sentence Fred wrote has already been addressed in the "Master Landfill Gas and Abatement System Plan" dated July 18, 2003. I don't think it is needed given the first paragraph of this memo.

Sheran, I found my file. I don't know if this case has a DRB number yet, but the EPC # is 1002455.

2. Case #2 Project #1000072, the site is OUTSIDE the landfill buffer of the Holly Avenue landfill. AEHD does not need to comment on this case.

3. Case #5, Project # 1002324, AEHD has no objection to the vacation. This site is within the buffer of the Coronado Landfill.

4. Case #13, Project #1002832, Lot 53 is in the Alameda Business Park; however, it is outside the landfill buffer and may proceed through the development process. AEHD has no further comment concerning this site.

Have a great day!



7/28/03 faxed  
3:55 PM CS

**DEVELOPMENT REVIEW BOARD  
FAX FORM**

**TO:** James Miller  
345-1312

**FAX NUMBER:** 345-4400

**# PAGES** 2 attached

**SENT BY:** Sheran Matson, DRB Chair

**DATE:** 7/28/03

**PHONE NUMBER:** 924-3880

**FAX #** 924-3864

**PROJECT NO:** 1002832

**APPLICATION NO:** 03-01230

\*\*\*\*\*

**CITY OF ALBUQUERQUE  
PLANNING DEPARTMENT  
Development Review Board  
July 30, 2003 Comments**

**Item # 13**

**Project # 1002832**

**Application # 03DRB-01230**

**RE: PTI Electrical Contractors**

The site plan sheet title should read "Site Development Plan for Building Permit". The Project & Application #s should be filled in on the original mylar before DRB signs off. The signature line for Traffic Engineering should have the word "Traffic" correctly spelled on the original mylar.

Page 53 of the North I25 Sector Plan, one of the 2 plans to which this site plan must conform, has specific language for loading areas. With a warehouse use, we assume there is a loading area. It is not indicated on the site plan. These Special Screening Standards must be met with language and/or location as appropriate on the Site Plan. The Alameda Business Park Master Development Plan has similar language.

Page 54 of the North I 25 Sector Plan requires a standard landscaping buffer of at least 6 feet wide along the side and rear property lines of industrial development. Your site plan is lacking these buffers in some areas.

Some parking spaces are more than 50' from a tree. See page 55 of the North I25 Sector Plan and the Alameda Business Park Master Plan.

Notes 11, 12 & 13 of the Landscape Development Notes in the Alameda Business Park Master Plan should be a note on your Landscaping Plan as well.

The trees, shrubs, etc noted on your landscaping plan must have the H,M or L water use designation as well.

Is any building mounted signage planned? None is shown on the elevations sheet.

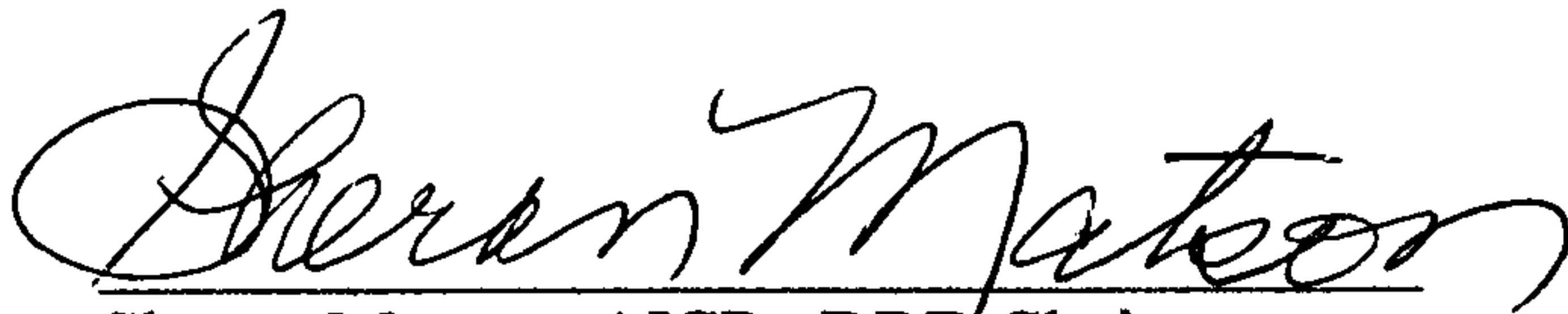
The free standing sign cannot exceed 75 square feet since the property abuts a local street. See Section 14-16-2-19,A (23) (c) (a) of the Zoning Code. The overall sign & mount height is fine as shown.



The Alameda Business Park Master Plan has lighting requirements for the parking lot as well as the site & exterior lighting. These conditions should be met via notes on the elevations sheet or the site plan itself. In addition, the Zoning Code has lighting requirements. Where these 2 documents, conflict, the Master Plan prevails.

The site plan should also contain the statement found in the Master Plan relative to mechanical equipment on roofs:

“Mechanical equipment on roofs is to be screened from public view as much as practical. Roof equipment screens are to be at least as high as the highest part of the equipment. Roof screens are to be architecturally compatible with the building.”

A handwritten signature in cursive script that reads "Sheran Matson". The signature is written in black ink and is positioned above the typed name and contact information.

Sheran Matson, AICP DRB Chair  
924-3880 Fax: 924-3864

# City of Albuquerque



## DEVELOPMENT/ PLAN REVIEW APPLICATION

**Supplemental form**

**SUBDIVISION** **S**

\_\_\_ Major Subdivision action

\_\_\_ Minor Subdivision action

\_\_\_ Vacation **V**

\_\_\_ Variance (Non-Zoning)

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

\_\_\_ ...for Subdivision Purposes

...for Building Permit

\_\_\_ IP Master Development Plan

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

**Supplemental form**

**ZONING & PLANNING** **Z**

\_\_\_ Annexation

\_\_\_ County Submittal

\_\_\_ EPC Submittal

\_\_\_ Zone Map Amendment (Establish or Change Zoning)

\_\_\_ Sector Plan (Phase I, II, III)

\_\_\_ Amendment to Sector, Area, Facility or Comprehensive Plan

\_\_\_ Text Amendment (Zoning Code/Sub Regs)

**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: Peck-Trask Investments LLC PHONE: 889-0185

ADDRESS: 2931 Vassar Dr NE FAX: 889-3298

CITY: Albuquerque STATE NM ZIP 87107 E-MAIL: \_\_\_\_\_

Proprietary interest in site: Owner

AGENT (if any): Jim Miller - Miller & Assoc PHONE: 345-1312

ADDRESS: 5220 2nd St NW FAX: 345-4400

CITY: Albuquerque STATE NM ZIP 87107 E-MAIL: \_\_\_\_\_

DESCRIPTION OF REQUEST: Site Development Plan for Building Permit

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. 53 Block: \_\_\_\_\_ Unit: \_\_\_\_\_

Subdiv. / Adn. Alameda Business Park

Current Zoning: SU-2 IP-EP Proposed zoning: \_\_\_\_\_

Zone Atlas page(s): C-16 No. of existing lots: \_\_\_\_\_ No. of proposed lots: \_\_\_\_\_

Total area of site (acres): 16164 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.) Within 1000FT of a landfill? NO

UPC No. 1016 1064 359 200 10807 MRGCD Map No. 3409 1/2 to Alameda NE

LOCATION OF PROPERTY BY STREETS: On or Near: South of Alameda & East

Between: of EDITH Blvd NW AMARCA W DIV CHNL NW

AKA PTE Electrical Contractors.

**CASE HISTORY:**

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

DRB 98-223 1000624

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

SIGNATURE James W Miller DATE 7/22/03

(Print) \_\_\_\_\_ Applicant  Agent

**FOR OFFICIAL USE ONLY**

Form revised 9/01, 3/03, 7/03

	Application case numbers	Action	S.F.	Fees
<input type="checkbox"/> INTERNAL ROUTING	<u>03 DRB</u>	<u>SPBP</u>	<u>P3</u>	<u>\$ 385.-</u>
<input checked="" type="checkbox"/> All checklists are complete				\$
<input checked="" type="checkbox"/> All fees have been collected				\$
<input checked="" type="checkbox"/> All case #s are assigned				\$
<input checked="" type="checkbox"/> AGIS copy has been sent				\$
<input checked="" type="checkbox"/> Case history #s are listed				\$
<input checked="" 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>Jul 30 2003</u>			Total <u>\$ 385.-</u>

JM 7/22/03  
Planner signature / date

Project # 1002832



**FORM P(3): SITE PLAN REVIEW - D.R.B. MEETING (UNADVERTISED)**

**SKETCH PLAN REVIEW AND COMMENT**

- Scaled site sketch and related drawings showing proposed land use including structures, parking, Bldg. setbacks, adjacent rights-of-way and street improvements, etc. (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
- Meetings are approximately 8 DAYS after the Tuesday noon filing deadline. **Your attendance is required.**

**SITE DEVELOPMENT PLAN FOR SUBDIVISION**

- Scaled site plan and related drawings (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
  - Letter of authorization from the property owner if application is submitted by an agent
  - Copy of the document delegating approval authority to the DRB
  - Infrastructure List, if relevant to the site plan
  - 2 copies of the Conceptual Utility Layout Plan (mark one for Planning, one for Utility Development)
  - Fee (see schedule)
  - Any original and/or related file numbers are listed on the cover application
- Meetings are approximately 8 DAYS after the Tuesday noon filing deadline. **Bring the original Mylar to the meeting for sign-off. Your attendance is required.**

**SITE DEVELOPMENT PLAN FOR BUILDING PERMIT**

- Site plan and related drawings (folded to fit into an 8.5" by 14" pocket) 6 copies.
  - Site Plan for Subdivision, if applicable, previously approved or simultaneously submitted. 6 copies.
  - Solid Waste Management Department signature on Site Plan
  - 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
  - Letter of authorization from the property owner if application is submitted by an agent
  - Copy of the document delegating approval authority to the DRB
  - Infrastructure List, if relevant to the site plan
  - Completed Site Plan for Building Permit Checklist
  - 2 copies of the Conceptual Utility Layout Plan (mark one for Planning, one for Utility Development)
  - Blue-line copy of Site Plan with Fire Marshal's stamp
  - Fee (see schedule)
  - Any original and/or related file numbers are listed on the cover application
- Meetings are approximately 8 DAYS after the Tuesday noon filing deadline. **Bring the original Mylar to the meeting for sign-off. Your attendance is required.**

**AMENDED SITE DEVELOPMENT PLAN FOR SUBDIVISION**

**AMENDED SITE DEVELOPMENT PLAN FOR BUILDING PERMIT**

- Proposed amended Site Plan (folded to fit into an 8.5" by 14" pocket) 6 copies.
  - DRB signed Site Plan being amended (folded to fit into an 8.5" by 14" pocket) Copies as needed above
  - 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
  - Letter of authorization from the property owner if application is submitted by an agent
  - Infrastructure List, if relevant to the site plan
  - Completed Site Plan for Building Permit Checklist (not required for amendment of SDP for Subdivision)
  - Fee (see schedule)
  - Any original and/or related file numbers are listed on the cover application
- Meetings are approximately 8 DAYS after the Tuesday noon filing deadline. **Bring the original Mylar to the meeting for sign-off. Your attendance is required.**

**D.R.B. FINAL SIGN-OFF FOR E.P.C. APPROVED S.D.P. for SUBDIVISION**

**D.R.B. FINAL SIGN-OFF FOR E.P.C. APPROVED S.D.P. for BUILDING PERMIT**

- Site plan and related drawings (folded to fit into an 8.5" by 14" pocket) 6 copies.
  - Approved Grading and Drainage Plan (folded to fit into an 8.5" by 14" pocket) 6 copies.
  - Solid Waste Management Department signature on Site Plan (not required for SDP for Subdivision)
  - Zone Atlas map with the entire property(ies) precisely and clearly outlined and crosshatched (to be photocopied)
  - Letter carefully explaining how each EPC condition has been met and a copy of the EPC Notification of Decision
  - Infrastructure List, if relevant to the site plan
  - 2 copies of the Conceptual Utility Layout Plan (mark one for Planning, one for Utility Development)
  - Blue-line copy of Site Plan with Fire Marshal's stamp (not required for SDP for Subdivision)
  - Any original and/or related file numbers are listed on the cover application
- Meetings are approximately 8 DAYS after the Tuesday noon filing deadline. **Bring the original Mylar to the meeting for sign-off. 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.

James W. Miller  
Applicant name (print)  
James Miller 7/22/03  
Applicant signature / date



Form revised September 2001

- Checklists complete
  - Fees collected
  - Case #s assigned
  - Related #s listed
- Application case numbers  
03 DRB - 01230

JAM 7/22/03  
Planner signature / date  
**Project #** 1002837

# SITE DEVELOPMENT PLAN FOR BUILDING PERMIT CHECKLIST

Revised: 4/7/2003

This checklist will be used to verify the completeness of site plans submitted for review by the Environmental Planning Commission. Because development proposals vary in type and scale, there may be submittal requirements that are not specified here. Nonetheless, applicants are responsible for providing a complete submittal. Certification as specified below is required.

**I CERTIFY THAT THE SUBMITTED SITE DEVELOPMENT PLAN IS COMPLETE AND ACCURATE, AND THAT ALL APPLICABLE INFORMATION AS SPECIFIED IN THIS CHECKLIST IS PROVIDED. FURTHER, I UNDERSTAND THAT THIS APPLICATION IS BEING ACCEPTED PROVISIONALLY AND THAT INACCURATE AND/OR/INCOMPLETE INFORMATION MAY RESULT IN THE SUBSEQUENT REJECTION OF THE APPLICATION OR IN A DELAY OF ONE MONTH OR MORE IN THE DATE THE APPLICATION IS SCHEDULED FOR PUBLIC HEARING.**

  
Applicant or Agent Signature / Date

Site development plan packets shall be composed of the following plan sheets (unless otherwise approved in writing prior to submittal by the Planning Department):

1. **Site Plan** (including utilities and easements)
2. **Landscaping Plan**
3. **Preliminary Grading Plan** (A separate Grading Plan sheet is required for a sites 1 acre or more.)
4. **Building and Structure Elevations**

Submitted plan packets must be organized in the above manner. The following checklist describes the minimum information necessary for each plan element. **The Applicant must include all checklist items on their site plan drawings and confirm inclusion by checking off the items below. Non-applicable items must be labeled "N/A." Each non-applicable designation must be explained by notation on the Checklist.**

## Accompanying Material

- A. 82" x 11" reduction for each plan sheet.
- B. **Written project summary.** Each application must include a brief narrative description of the proposed project, its primary features and how compatibility with the surrounding context has been achieved.

## SHEET #1 - SITE PLAN

### A. General Information

- 1. Date of drawing and/or last revision
- 2. Scale: 1.0 acre or less      1" = 10'  
1.0 - 5.0 acres                1" = 20'  
Over 5 acres                    1" = 50'  
Over 20 acres                   1" = 100'                    *[Other scales as approved by staff]*
- 3. Bar scale
- 4. North arrow
- 5. Scaled vicinity map
- 6. Existing structures on the site and within 20 feet of the site boundaries
- 7. Property lines (clearly identify)
- 8. Existing and proposed easements (identify each)



# SITE DEVELOPMENT PLAN FOR BUILDING PERMIT CHECKLIST

Revised: 4/7/2003

## B. Proposed Development

### 1. Structural

- A. Location of existing and proposed structures (distinguish between existing & proposed)
- B. Square footage of each structure
- C. Proposed use of each structure
- D. Temporary structures, signs and other improvements
- E. Walls, fences, and screening: indicate height, length, color and materials
- F. Dimensions of all principal site elements or typical dimensions thereof
- G. Loading facilities
- H. Site lighting (indicate height & fixture type)
- I. Indicate structures within 20 feet of site
- J. Elevation drawing of refuse container and enclosure, if applicable.

### 2. Parking and Internal Circulation

- A. Parking layout with spaces numbered per aisle and totaled.
  - 1. Location and typical dimensions, including handicapped spaces
  - 2. Calculations: spaces required: 13 provided: 13  
Handicapped spaces required: 2 provided: 2
- B. Bicycle parking & facilities
  - 1. Bicycle racks, spaces required: 2  
provided: 2
  - 2. Other bicycle facilities, if applicable
- C. Vehicular Circulation (Refer to Chapter 23 of DPM)
  - 1. Ingress and egress locations, including width and curve radii dimensions
  - 2. Drive aisle locations, including width and curve radii dimensions
  - 3. End aisle locations, including width and curve radii dimensions
  - 4. Location & orientation of refuse enclosure, with dimensions
  - 5. Curb cut locations and dimensions
- D. Pedestrian Circulation
  - 1. Location and dimensions of all sidewalks and pedestrian paths
  - 2. Location and dimension of drive aisle crossings, including paving treatment
  - 3. Location and description of amenities, including patios, benches, tables, etc.

### 3. Streets and Circulation

- A. Locate and identify adjacent public and private streets and alleys.
  - 1. Existing and proposed pavement widths, right-of-way widths and curve radii
  - 2. Identify existing and proposed turn lanes, deceleration lanes and similar features related to the functioning of the proposal, with dimensions
  - 3. Location of traffic signs and signals related to the functioning of the proposal
  - 4. Identify existing and proposed medians and median cuts
  - 5. Sidewalk widths and locations, existing and proposed
- B. Identify Alternate transportation facilities within site or adjacent to site
  - 1. Bikeways and bike-related facilities

# SITE DEVELOPMENT PLAN FOR BUILDING PERMIT CHECKLIST

Revised: 4/7/2003

- ~~N/A~~ 2. Pedestrian trails and linkages
- ~~N/A~~ 3. Bus facilities, including routes, bays and shelters existing or required

## 4. Utilities

- 1. Fire hydrant locations, existing and proposed.
- 2. Distribution lines
- 3. Right-of-Way and easements, existing and proposed, on the property and adjacent to the boundaries, with identification of types and dimensions.
- 4. Existing water, sewer, storm drainage facilities (public and/or private).
- 5. Proposed water, sewer, storm drainage facilities (public and/or private)

## 5. Phasing

- ~~N/A~~ A. Proposed phasing of improvements and provision for interim facilities. Indicate phasing plan, including location and square footage of structures and associated improvements including circulation, parking and landscaping.

## SHEET #2 - LANDSCAPING PLAN

Landscaping may be shown on sheet #1 with written approval from Planning Department staff.

- 1. Scale - must be same as scale on sheet #1 - Site plan
- 2. Bar Scale
- 3. North Arrow
- 4. Property Lines
- 5. Existing and proposed easements
- 6. Identify nature of ground cover materials
  - A. Impervious areas (pavement, sidewalks, slope pavings, curb and gutters, etc.)
  - B. Pervious areas (planting beds, grass, ground cover vegetation, etc.)
  - C. Ponding areas either for drainage or landscaping/recreational use
- 7. Identify type, location and size of plantings (common and/or botanical names).
  - A. Existing, indicating whether it is to preserved or removed.
  - B. Proposed, to be established for general landscaping.
  - C. Proposed, to be established for screening/buffering.
- 8. Describe irrigation system
- 9. Planting Beds, indicating square footage of each bed
- 10. Turf Area - only 20% of landscaped area can be high water turf; provide square footage and percentage.
- 11. Responsibility for Maintenance (statement)
- 12. Statement of compliance with Water Conservation... Ordinance, see article 6-1-1-1.
- 13. Landscaped area requirement; square footage and percent (specify clearly on plan) *15% = 3016 SF.*
- 14. Landscaped area provided; square footage and percent (specify clearly on plan) *22% = 4420 SF.*

## SHEET #3 - PRELIMINARY GRADING PLAN -

The Preliminary Grading Plan provides the Planning Commission and staff with an understanding of site topography and how it relates to adjacent property. Planning staff may waive or allow adjustments to the Preliminary Grading Plan requirements for sites that are small, relatively flat and have no existing or proposed extraordinary drainage facilities. Waivers must be obtained in writing from the City Engineer prior to application submittal.

Grading information for sites that are under 1 acre can be included on Sheet #1.

# SITE DEVELOPMENT PLAN FOR BUILDING PERMIT CHECKLIST

Revised: 4/7/2003

## A. General Information

- 1. Scale - must be same as Sheet #1 - Site Plan
- 2. Bar Scale
- 3. North Arrow
- 4. Property Lines
- 5. Existing and proposed easements
- 6. Building footprints
- 7. Location of Retaining walls

## B. Grading Information

- 1. On the plan sheet, provide a narrative description of existing site topography, proposed grading improvements and topography within 100 feet of the site.
- 2. Indicate finished floor elevation and provide spot elevations for all corners of the site (existing and proposed) and points of maximum cut or fill exceeding 1 foot.
- 3. Identify ponding areas, erosion and sediment control facilities.
- 4. Cross Sections  
Provide cross section for all perimeter property lines where the grade change is greater than 4 feet at the point of the greatest grade change. Provide one additional cross section in each direction within no more than 100 feet of the reference point.

## SHEET #4 - BUILDING AND STRUCTURE ELEVATIONS

### A. General Information

A. Scale (minimum of 1/8" or as approved by Planning Staff).

B. Bar Scale

C. Detailed Building Elevations for each facade

- 1. Identify facade orientation
- 2. Dimensions of facade elements, including overall height and width
- 3. Location, material and colors of windows, doors and framing
- 4. Materials and colors of all building elements and structures

D. Site Development Plans for single family residential projects with multiple units may require submittal of specific information on building features in lieu of elevation drawings for each building. Applicants are advised to discuss submittal requirements with Planning Department staff.

### B. Signage

1. Site location(s)

2. Sign elevations to scale

3. Dimensions, including height and width

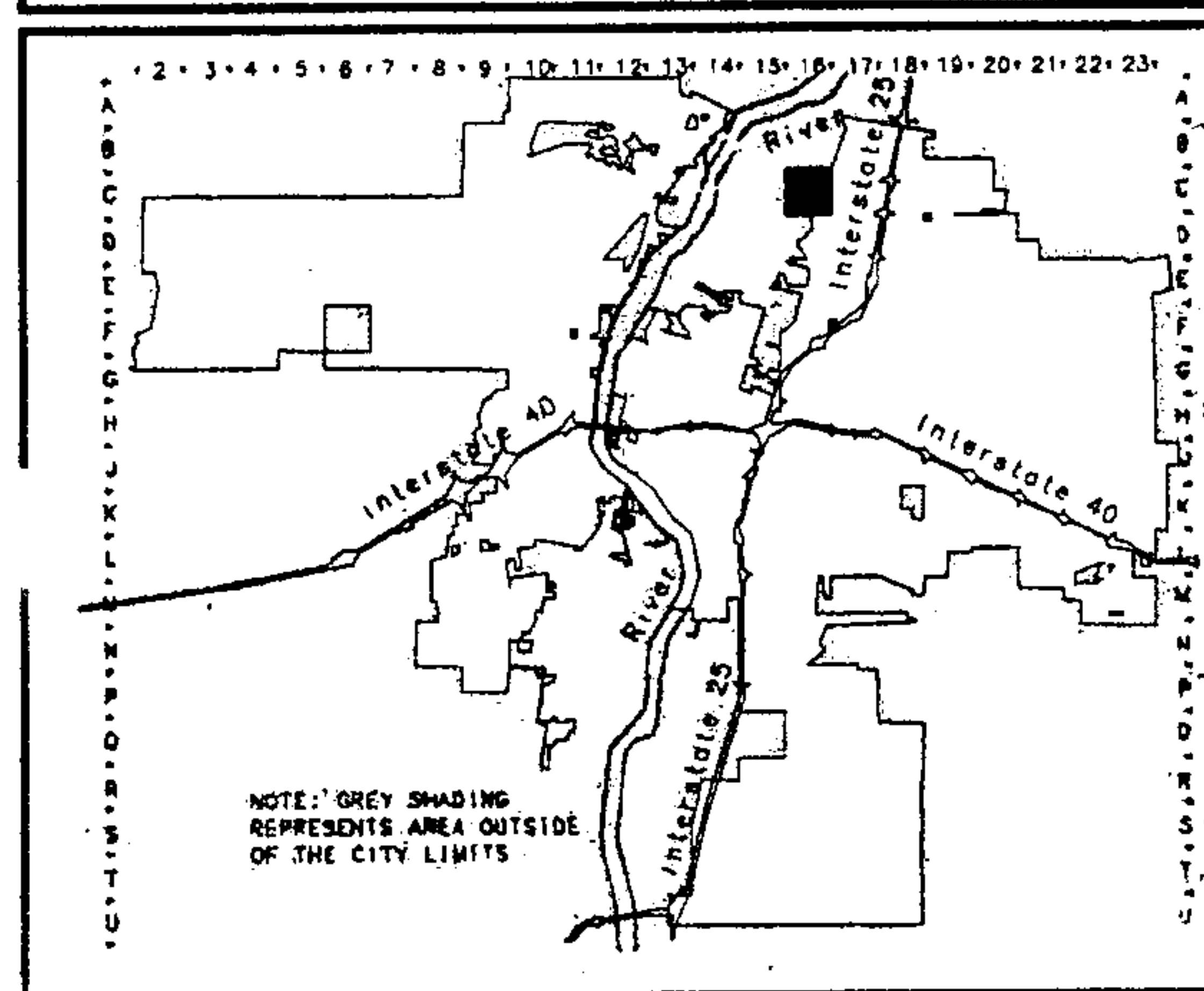
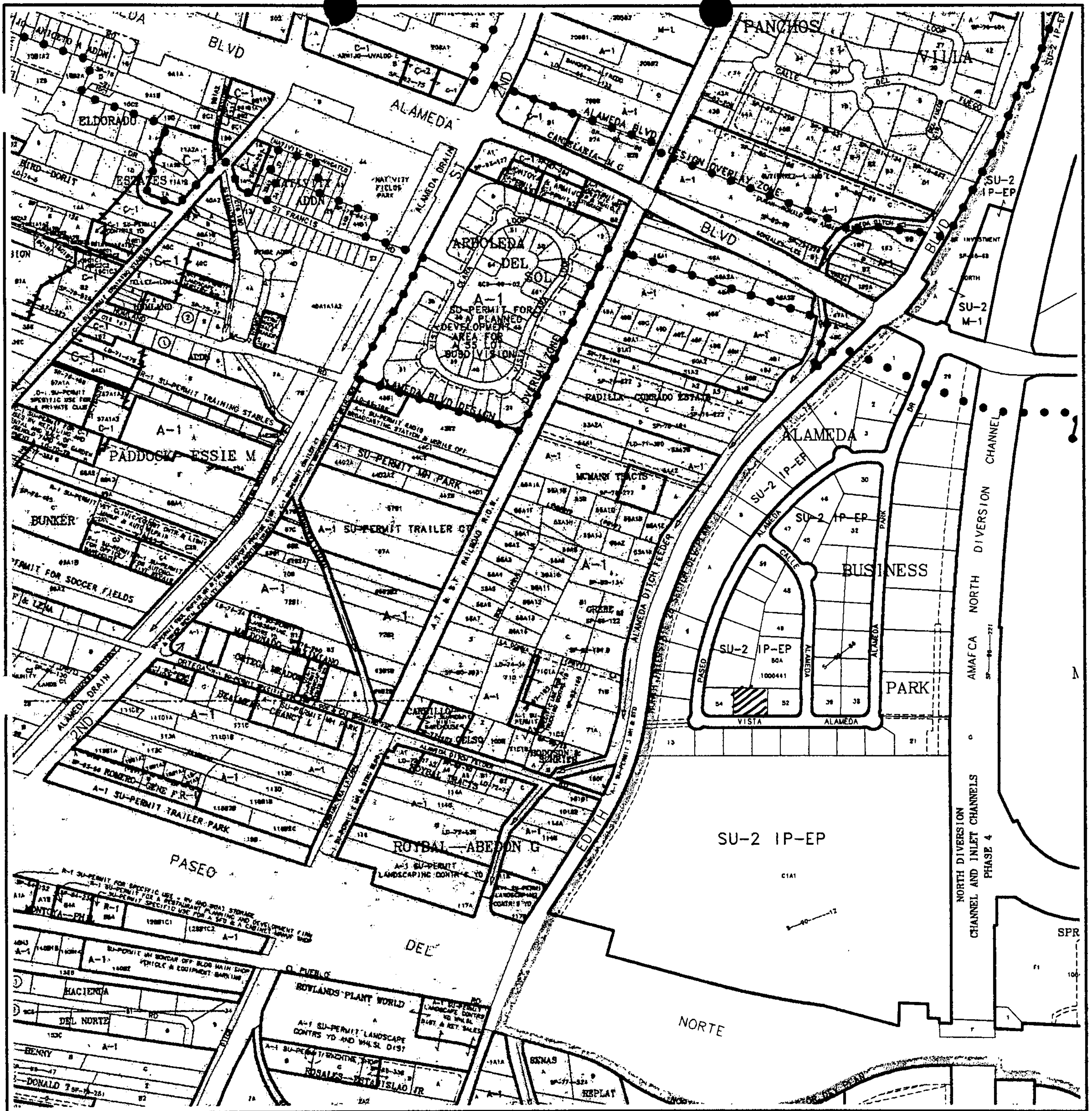
4. Sign face area - dimensions and square footage clearly indicated

5. Lighting

6. Materials and colors for sign face and structural elements.

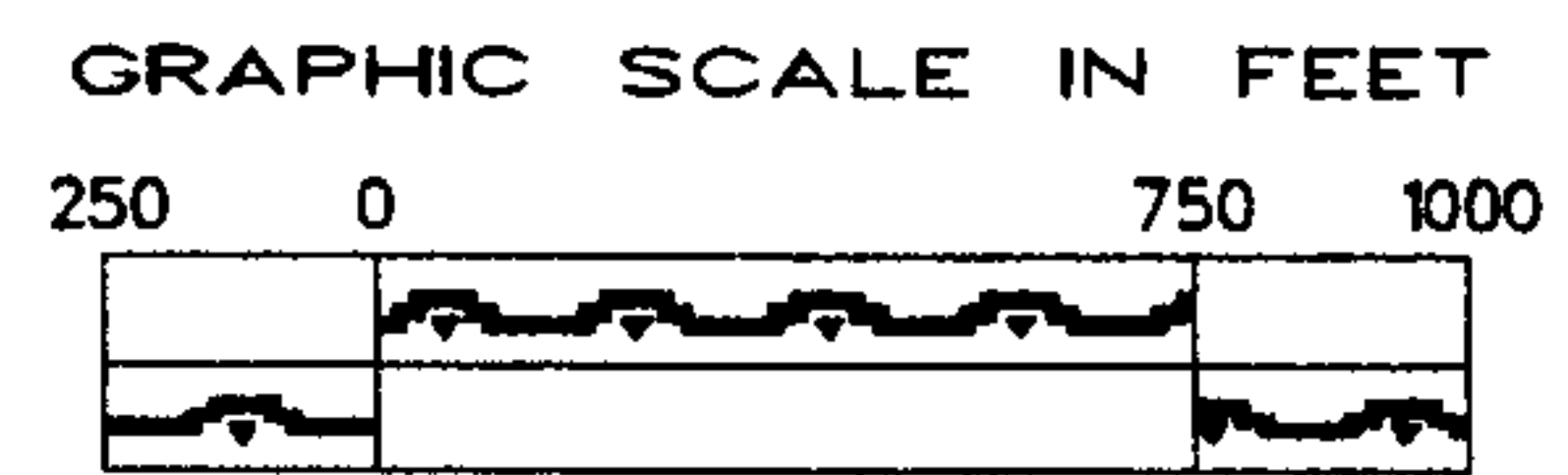
*Applicants should make sure that the submitted site development plan drawings are accurate and complete, and that items specified in this checklist have been clearly indicated on the plan drawings as required.*





CITY OF  
Albuquerque  
Albuquerque Geographic Information System  
PLANNING DEPARTMENT

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Zone Atlas Page

C-16-Z

Map Amended through December 07, 2000



# MILLER AND ASSOCIATES

ARCHITECTS - PLANNERS

5220 2ND ST. NW STE. A - ALBUQUERQUE, NEW MEXICO 87107 - PHONE (505) 345-1312

July 21, 2003

Planning Department  
City of Albuquerque  
600 2nd Street N. W.  
Albuquerque, New Mexico

RE; PROPOSED OFFICE/WAREHOUSE FACILITY, LOT #53  
ALAMEDA BUSINESS PARK, ALBUQUERQUE, N.M.

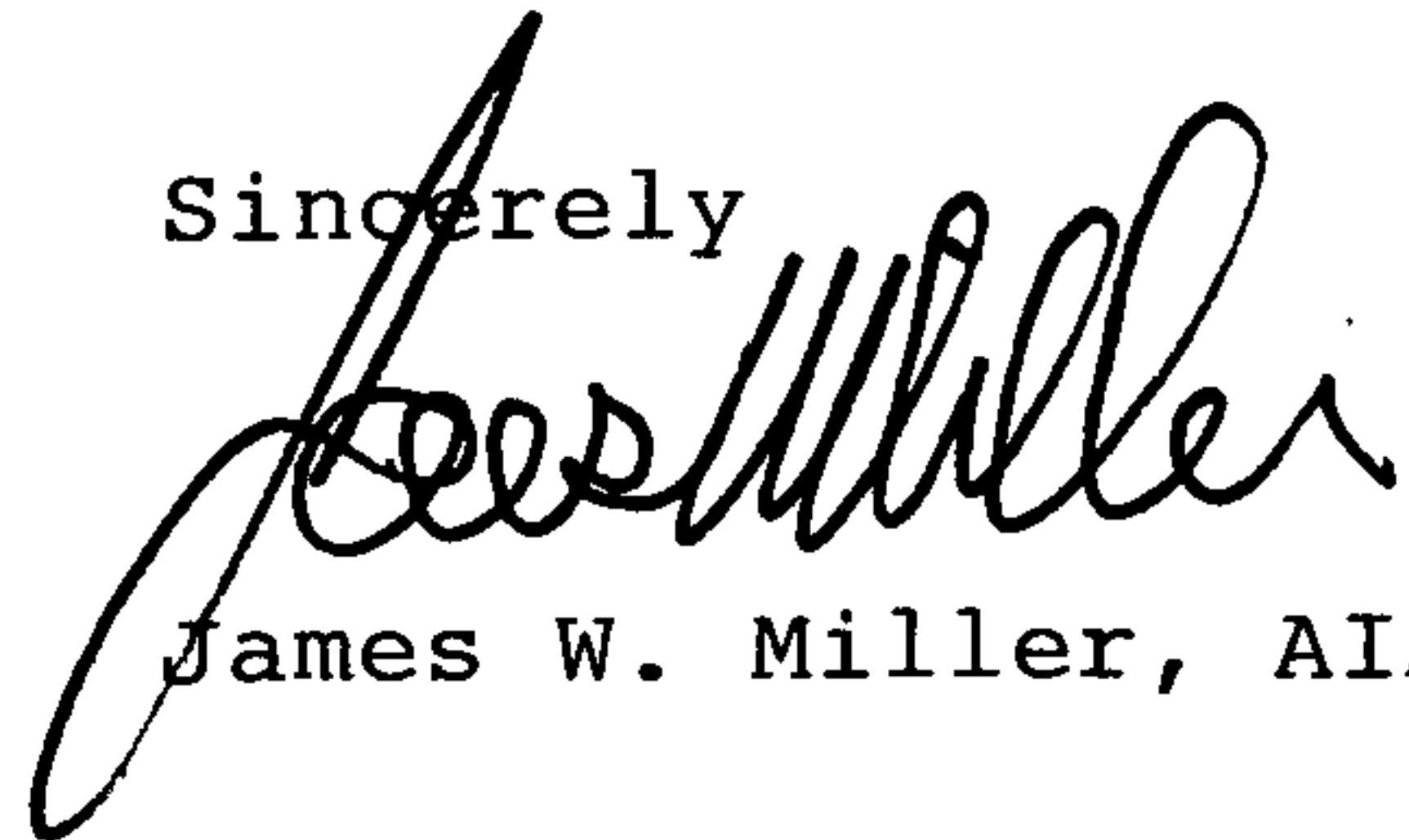
To whom it may concern:

Alameda Business Park has been developed to meet the needs for commercial business in the north-east heights. My client is proposing to construct a 6,450 sq. ft. Office/Warehouse facility within the Business Park.

This project would be built on lot #53, at Vista Alameda N. E. The structure will be one story high with the warehouse portion being a high bay inclosure.

If there are any questions, please do not hesitate to call this office.

Sincerely



James W. Miller, AIA

## PECK-TRASK INVESTMENTS, LLC

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2931 MASSAR NE

ALBUQUERQUE NM 87107

505-889-0185

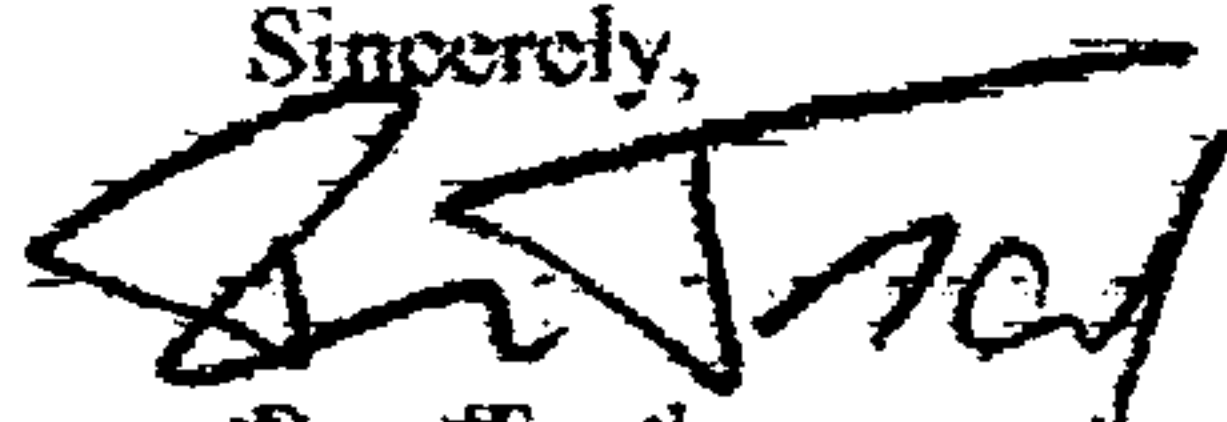
505-889-3298 (FAX)

06/04/03

To whom it may concern:

Jim Miller, with Miller and Associates, is our Architect and agent, and is authorized to represent us in all matters regarding the design and construction of our new building on lot #53 at the Alameda Business Park.

Sincerely,



Ron Trask

Peck-Trask Investments, LLC

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\*\*\* TX REPORT \*\*\*  
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TRANSMISSION OK

TX/RX NO 4539  
CONNECTION TEL 93454400  
SUBADDRESS  
CONNECTION ID  
ST. TIME 07/28 15:22  
USAGE T 00'50  
PGS. 3  
RESULT OK



### DEVELOPMENT REVIEW BOARD FAX FORM

TO: James Miller  
345-1372

FAX NUMBER: 345-4400 # PAGES 2 attached

SENT BY: Sheran Matson, DRB Chair DATE: 7/28/03

PHONE NUMBER: 924-3880 FAX # 924-3864

PROJECT NO: 1002832 APPLICATION NO: 03-01230

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ONE STOP SHOP ••• FRONT COUNTER  
City of Albuquerque • Planning Department

DEVELOPMENT & BUILDING SERVICES (D&B Svcs)  
LAND DEVELOPMENT COORDINATION SECTION (LDC)  
Plaza Del Sol - 2nd & 4<sup>TH</sup> Floor West - 600 2nd St NW 87102  
Front Counter Main Number (505) 924-3858 or 924-3895  
Main Fax (505) 924-3864

**PAID RECEIPT**

**APPLICANT NAME** Peck - Trask Investments LLC  
**AGENT** Jim Muller  
**ADDRESS** \_\_\_\_\_  
**PROJECT NO.** 100 2832  
**APPLICATION NO.** 03 DRB - 01230

\$ 385. 441006 / 4983000 (DRB Cases)  
\$ \_\_\_\_\_ 441006 / 4971000 (EPC & AA / LUCC / Appeals)  
\$ \_\_\_\_\_ 441018 / 4971000 (Notification)  
\$ 385 Total amount due

MILLER AND ASSOCIATES 1-76 ARCHITECTURE/PLANNING  
5220 - 2ND ST., NW, STE. A PH. 505-345-1312  
ALBUQUERQUE, NM 87107

11548

DATE 7/22/03 95-32-1070

PAY TO THE ORDER OF City of Albuquerque \$ 385.00  
Three hundred eighty-five and 00/100

Bank of America

ACH R/T 107000327

FOR \_\_\_\_\_

James Muller

\*\*\*DUPLICATE\*\*\*  
City Of Albuquerque  
Treasury Division

⑈011548⑈ ⑆107000327⑆ 00013784592⑈

07/22/2003 11:20AM LOC: ANN  
X  
RECEIPT# 00010234 US# 006 TRANS# 0019  
Account 441006 Fund 0110  
Activity 4983000 TRSEJA  
Trans Amt \$385.00  
J24 Misc 10/28/02 \$385.00  
CK \$385.00  
CHANGE \$0.00