

AGIS ELECTRONIC SUBMITTAL CHECKLIST

DRB Project# 003015 Subdivision Name West Highlands @ High Desert Lot 24A1

Surveyor Charles Cala Company JMA

Contact person Debie Trujillo Phone # 345-4250 email _____

Patricia M. Gist
Approved _____ *Not Approved _____ Date 10/14/03

___ DXF RECEIVED _____ DATE
___ HARD-COPY RECEIVED _____ DATE
___ DISCLOSURE STATEMENT

"New Mexico Coordinate system NAD27 coordinates" R. Total 6"?

***Not Approved for one or more of the following reasons:**

File Format and naming

- 1) ___ Format is not DXF file in ASCII format
- 2) ___ No hard copy of the final plat submitted
- 3) ___ <DRB Project #>.dxf not used as a standard naming convention

Coordinate System

- 4) ___ Submittal does not include a disclosure of the datum (NAD27 or NAD83)
- 5) ___ Submittal does not specify if coordinates are based on ground or grid distances
- 6) ___ Submittal does not include information, such as a tie to an ACS monument, necessary to convert from ground to grid
- 7) ___ Lines cannot be projected/converted to correct location in NAD83 NMSP coordinate system

Content

- 8) ___ Submittal is not single drawing in model space showing only parcel and easement lines
- 9) ___ Digital submittal does not match final plat
- 10) ___ Parcel lines are not in one separate layer
- 11) ___ Access easement lines and all other easements that are 20 feet wide or greater are not in a second separate layer
- 12) ___ All other easement lines are not in a third separate layer

Comments:

AGIS Use Only: Copied cov 3015 to agiscov on 10/14/03 Client Notified 10/14/03

Done 10/6/03 CS.

Completed 10/13/03

APPLICATION NO. 03DRB-01681	PROJECT NO. 1003015	BA...
PROJECT NAME WEST HIGHLANDS @ HIGH DESERT		
EPC APPLICATION NO.		
APPLICANT / AGENT JENCO HOMES, JEFF MORTENSEN	PHONE NO. 345-4250	
ZONE ATLAS PAGE E-23		
(SDP for SUB), (SDP for BP), <u>FINAL PLATS</u> , (MASTER DEV PLAN), (IR), (AA)		
ONE STOP COMMENT FORM LOG		

TRANSPORTATION DEV (505) 924-3990		
PLANS DISAPPROVED	DATE	DATE
PLANS APPROVED N/A	DATE 10-7-03	DATE
COMMENTS:		
No adverse comment		

UTILITY DEV (505) 924-3989		
PLANS DISAPPROVED	DATE	DATE
PLANS APPROVED R/L	DATE 10/8/03	DATE
COMMENTS:		

HYDROLOGY DEV (505) 924-3986		
PLANS DISAPPROVED	DATE	DATE
PLANS APPROVED B/L	DATE 10/13/02	DATE
COMMENTS:		

PARKS AND REC (505) 768-5328		
PLANS DISAPPROVED	DATE	DATE
PLANS APPROVED CS	DATE 10/13/02	DATE
COMMENTS:		

PLANNING (505) 924-3858		
PLANS DISAPPROVED	DATE	DATE
PLANS APPROVED Spm	DATE 10/10/03	DATE
COMMENTS:		

(Return form with plat / site plan)

City of Albuquerque



DEVELOPMENT PLAN REVIEW APPLICATION

<p>SUBDIVISION</p> <p><input type="checkbox"/> Major Subdivision action</p> <p><input checked="" type="checkbox"/> Minor Subdivision action</p> <p><input type="checkbox"/> Vacation</p> <p><input type="checkbox"/> Variance (Non-Zoning)</p> <p>SITE DEVELOPMENT PLAN</p> <p><input type="checkbox"/> ...for Subdivision Purposes</p> <p><input type="checkbox"/> ...for Building Permit</p> <p><input type="checkbox"/> IP Master Development Plan</p> <p><input type="checkbox"/> Cert. of Appropriateness (LUCC)</p>	<p>Supplemental form S</p> <p>V</p> <p>P</p> <p>L</p>	<p>Supplemental form ZONING</p> <p><input type="checkbox"/> Annexation & Zone Establishment</p> <p><input type="checkbox"/> Sector Plan (Phase I, II, III)</p> <p><input type="checkbox"/> Amendment to Sector, Area, Facility or Comprehensive Plan</p> <p><input type="checkbox"/> Zone Change</p> <p><input type="checkbox"/> Text Amendment</p> <p>APPEAL / PROTEST of...</p> <p><input type="checkbox"/> Decision by: DRB, EPC, LUCC, Planning Director or Staff, ZHE, Zoning Board of Appeal</p>	<p>Z</p> <p>A</p>
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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.

APPLICANT INFORMATION:

NAME: <u>Deborah J. Buckhorn c/o Jenco Homes</u>	PHONE: <u>(505) 294-0354</u>
ADDRESS: <u>12904 Sunrise Trail Place NE</u>	FAX: _____
CITY: <u>Albuquerque</u> STATE <u>NM</u> ZIP <u>87111</u>	E-MAIL: _____
Proprietary interest in site: <u>Owner</u>	
AGENT (if any): <u>Jeff Mortensen & Associates, Inc.</u>	PHONE: <u>(505) 345-4250</u>
ADDRESS: <u>6010-B Midway Park Blvd. NE</u>	FAX: <u>(505) 345-4254</u>
CITY: <u>Albuquerque</u> STATE <u>NM</u> ZIP <u>87109</u>	E-MAIL: <u>jmainc@swcp.com</u>

DESCRIPTION OF REQUEST: Preliminary / Final Plat - Modify Building Envelope -

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. 24A Block: _____ Unit: _____

Subdiv. / Addn. West Highlands at High Desert

Current Zoning: SU-2 HD / R - 1 Proposed zoning: No Change

Zone Atlas page(s): E-23 No. of existing lots: 1 No. of proposed lots: 1

Total area of site (acres): +/-0.5430 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. 102306209549221225 MRGCD Map No. N/A

LOCATION OF PROPERTY BY STREETS: On or Near: 12901 Sand Cherry Place NE
Between: Simms Park Road NE and Tramway Blvd., NE

CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX_, Z_, V_, S_, etc.): ~~AA~~ DRB 97-503
V-97-1307

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

SIGNATURE Debie LeBlanc Trujillo DATE Sept. 26, 2003

(Print) Debie LeBlanc Trujillo for Jeff Mortensen & Associates, Inc. Applicant Agent

FOR OFFICIAL USE ONLY

Form revised 9/01, 3/03

<input checked="" type="checkbox"/> INTERNAL ROUTING	Application case numbers	Action	S.F.	Fees
<input checked="" type="checkbox"/> All checklists are complete	<u>03DRB - 01681</u>	<u>PAF</u>	<u>5(3)</u>	<u>\$ 215⁰⁰</u>
<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	Hearing date <u>1.R.</u>			Total <u>\$ 215⁰⁰</u>
<input type="checkbox"/> F.H.D.P. fee rebate				

B. LeBlanc 10/03/03
Planner signature / date

Project # 1003015

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

SKETCH PLAT REVIEW AND COMMENT

YOUR ATTENDANCE IS REQUIRED.

- 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

MAJOR SUBDIVISION EXTENSION OF PRELIMINARY PLAT

Your attendance is required.

- 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.

MAJOR SUBDIVISION FINAL PLAT APPROVAL

Your attendance is required.

- 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
- SIA financial guaranty verification
- 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
- DXF FILE AND HARD COPY OF FINAL PLAT DATA FOR AGIS IS REQUIRED**

MINOR SUBDIVISION PRELIMINARY / FINAL PLAT APPROVAL

Your attendance is required.

- 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
- 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) *\$215⁰⁰*
- Any original and/or related file numbers are listed on the cover application
- Infrastructure list if required (verify with DRB Engineer) **NO INTERNAL ROUTING**
- DXF FILE AND HARD COPY OF FINAL PLAT DATA FOR AGIS IS REQUIRED**

AMENDMENT TO PRELIMINARY PLAT (with minor changes)

Your attendance is required.

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.

I, the applicant, acknowledge that any information required but not submitted with this application will likely result in deferral of actions.

JEFF MORTENSEN & ASSOC., INC.
DEBIE LEBLANC TRUJILLO

Applicant name (print)

Debie LeBlanc Trujillo 10-03-03

Applicant signature / date

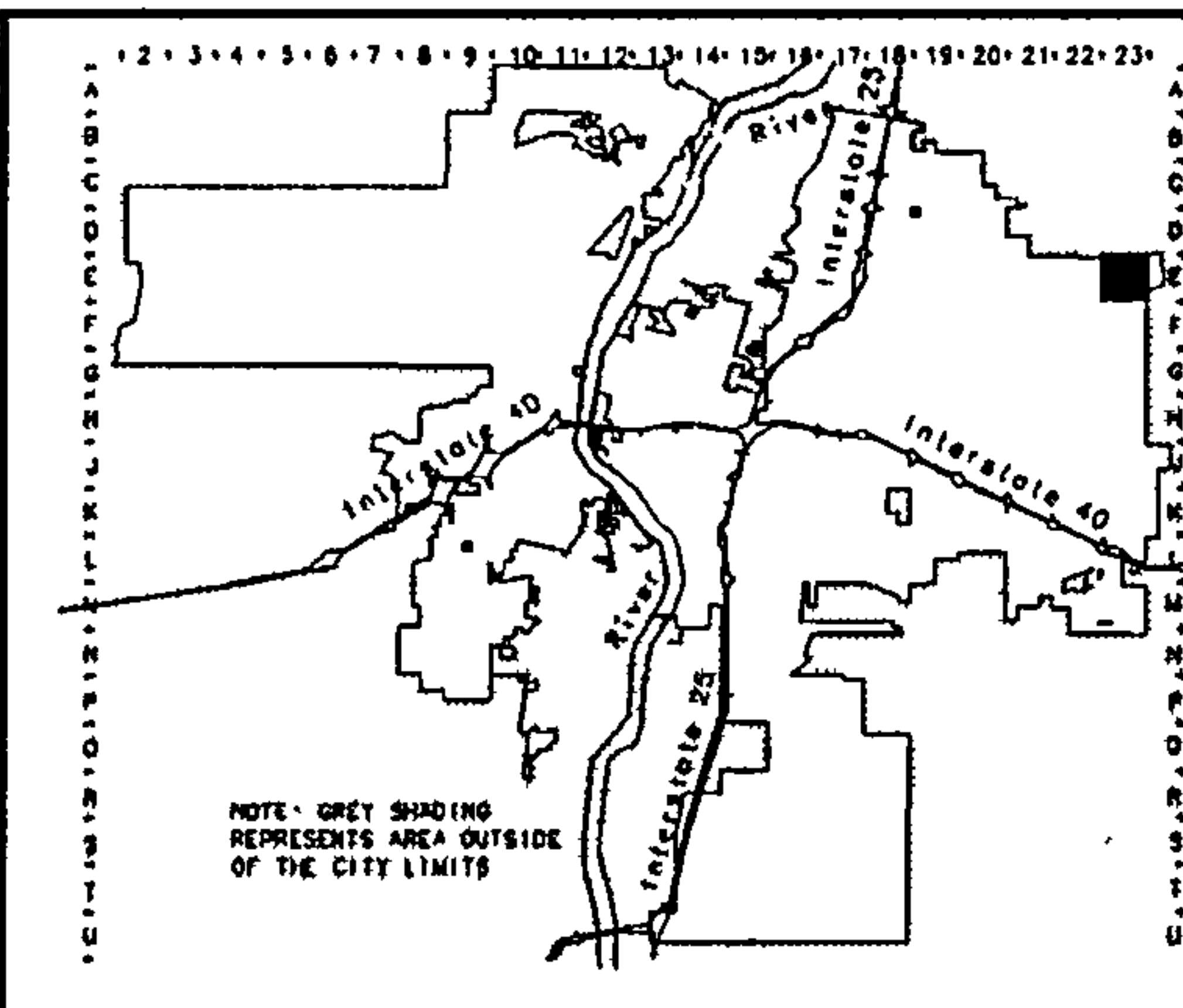
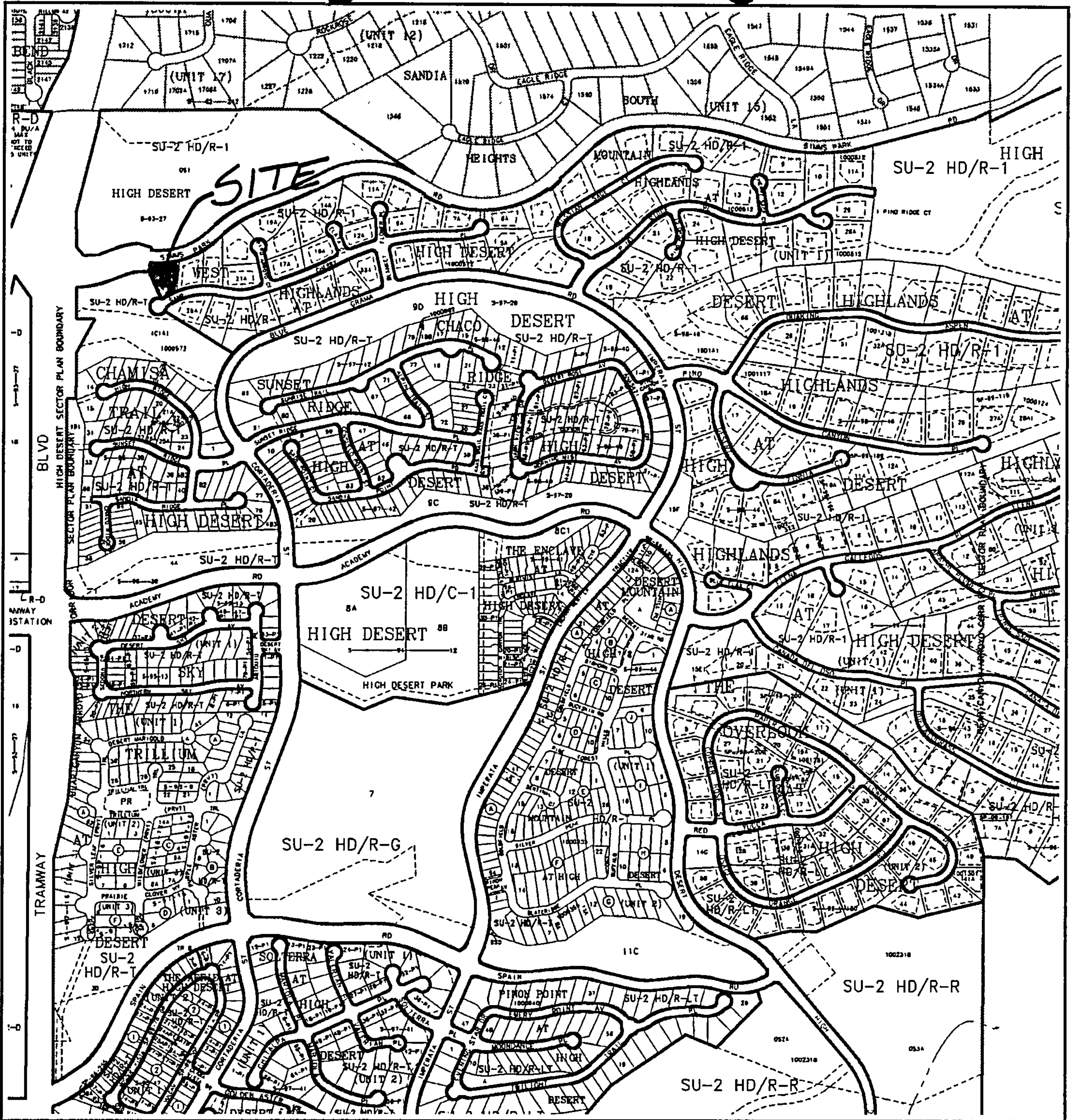


Form revised February 2003

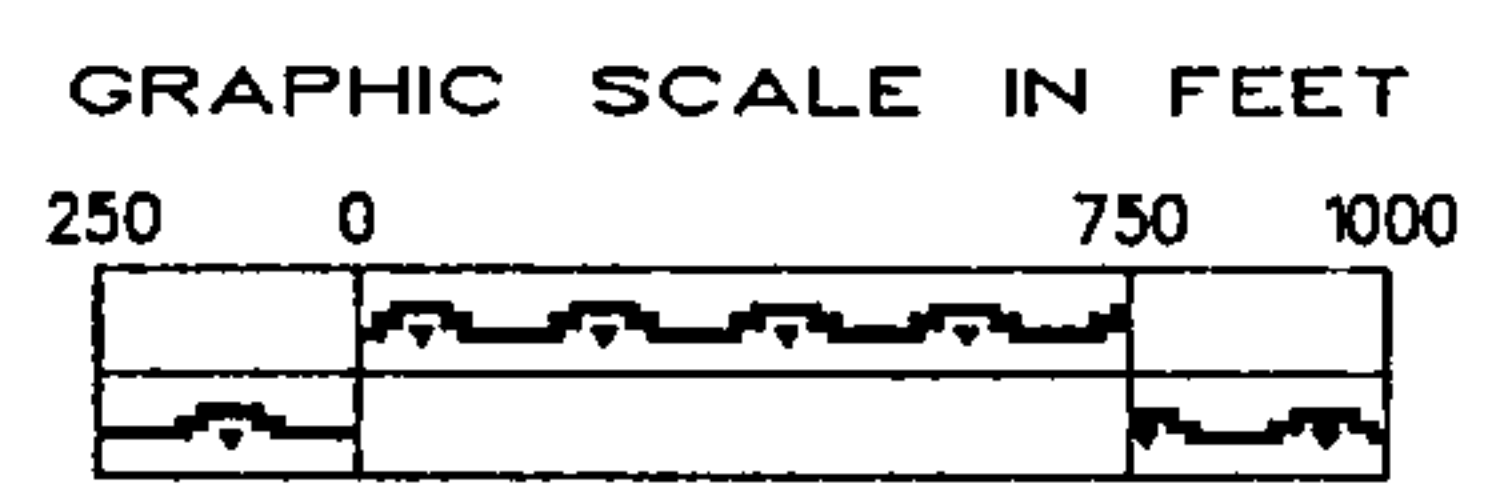
- Checklists complete
- Fees collected
- Case #s assigned
- Related #s listed

Application case numbers
03DRB - -01681

Borden *10/03/03*
Planner signature / date
Project # 1003015



CITY OF
Albuquerque
Geographic Information System
PLANNING DEPARTMENT
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Zone Atlas Page

E-23-Z

Map Amended through July 31, 2003



JEFF MORTENSEN & ASSOCIATES, INC.
6010-B MIDWAY PARK BLVD. NE
ALBUQUERQUE NEW MEXICO 87109

P: 505.345.4250
F: 505.345.4254
JMAINC@SWCP.COM

2003.066.1

October 3, 2003

Sheran Matson, Chair
Development Review Board
City of Albuquerque
Albuquerque, NM 87103

Re: Minor Subdivision Action – Counter Routing
Preliminary / Final Plat - Modify Building Envelope
Lot 24A-1, West Highlands at High Desert

Dear Sheran:

Transmitted are the following items associated with the subject request:

- DRB Application, Supplemental Form S(3) and Related Fee
- Four(4) copies of the proposed plat
- City of Albuquerque Zone Atlas E-23
- Original Mylar with Property Owners signature and City Surveyor's signature

On behalf of our client, Deborah J. Buckhorn we are requesting internal counter routing for the purpose of modifying the building envelope of the above described project. This modification is required for the purpose of construction of proposed residential home. High Desert Investment Corporation along with High Desert Residential Owners Association are in agreement with this request and have signed off on the mylar.

If you have any further questions or need additional information, please do not hesitate to call.

Sincerely,

JEFF MORTENSEN & ASSOCIATES, INC.


Debie LeBlanc Trujillo

DLT

Enclosures

xc: Tim Lopez, President – Jenco Homes
High Desert Investment Corporation

PRINCIPALS	JEFFREY G. MORTENSEN, P.E.	JUAN M. CALA	CHARLES G. CALA, JR., P.S.
GRADY E. BARRENS	J. GRAEME MEANS, P.E.	RICHARD C. WHITE	JOSEPH M. SOLOMON, JR., P.S.

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 & 4th 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 Deborah J. Buckhorn 90 Jenco Homes
AGENT JEFF MORTENSEN & ASSOC. INC.
ADDRESS 6010-B MIDWAY PARK BLVD. NE.
PROJECT NO. 1003015
APPLICATION NO. 03DRB-01681

\$ 215⁰⁰ 441006 / 4983000 (DRB Cases)
\$ _____ 441006 / 4971000 (EPC & AA / LUCC / Appeals)
\$ _____ 441018 / 4971000 (Notification)

\$ 215⁰⁰ Total amount due

JEFF MORTENSEN & ASSOCIATES, INC. 6-77 15957
505-345-4250
6010 MIDWAY PK. BLVD. NE, STE. B
ALBUQUERQUE, NM 87109-5830
95-881/1070 277

DATE 10/3/03

PAY TO THE ORDER OF CITY OF ALBUQUERQUE \$ 215.⁰⁰

Two hundred fifteen & 00/100 DOLLARS

BANK OF THE WEST JEFF MORTENSEN & ASSOCIATES INC.

DUPLICATE
City Of Albuquerque
Treasury Division

FOR 2003.06.01 DRB Submittal

107072003 9:59AM LOC: ANNX

RECEIPT# 00013759 WSH 006 TRANSH 0010
Account 441006 Fund 0110
Activity 4983000 TRSEJA
Trans Amt \$215.00
J24 Misc \$215.00
CK \$215.00
CHANGE 10/28/02 \$0.00