

PRE-APPLICATION REVIEW TEAM (PRT) MEETING

PA# 15- 165 Date: 9.29.15 Time: 2:30 PM

1. AGENCY REPRESENTATIVES PRESENT AT MEETING

Planning: Kym Dicome Other: _____
Transportation: Gary Sandoval Other: _____
Code Enforcement: Ben McIntosh Other: _____
Fire Marshall: Antonio Chinchilla Other: _____

2. TYPE OF APPLICATION ANTICIPATED / APPROVAL AUTHORITY

Zone Map Amendment EPC Approval City Council Approval
 Sector Dev. Plan Amendment EPC Approval City Council Approval
 Site Dev. Plan for Subdivision EPC Approval DRB Approval Admin Approval
 Site Dev. Plan for Bldg. Permit EPC Approval DRB Approval Admin Approval
 Other _____

3. SUMMARY OF PRT DISCUSSION:

Current Zoning: SU.2/MUL
Proposed Use/Zone: _____
Applicable Plans: DOWNTOWN NEIGHBORHOOD SDP
Applicable Design Regulations: _____
Previously approved site plans/project #s: _____
Requirements for application: (R-270-1980, Notification, as-built drawings, TIS, Check Lists, Other) _____

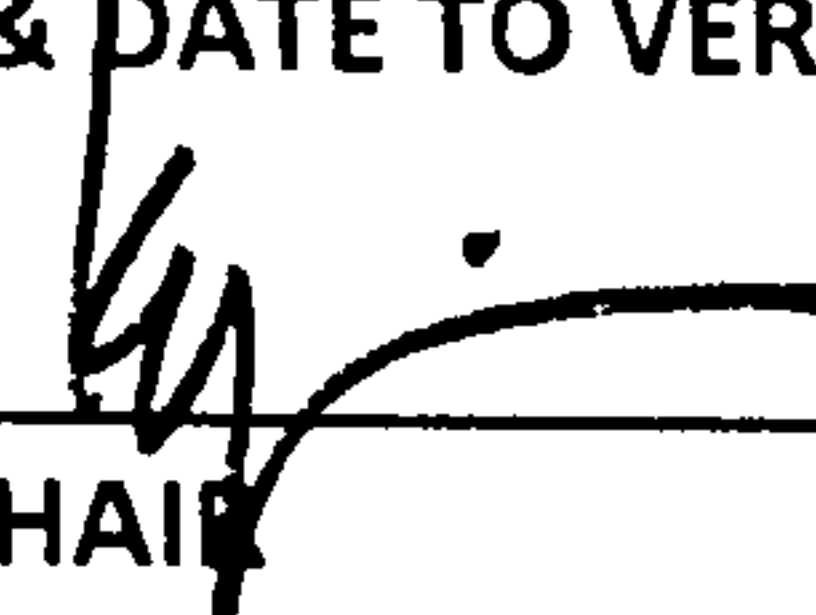
Handouts Given:

Zone Map Amendment Process R-270-1980 AA Process EPC Schedule

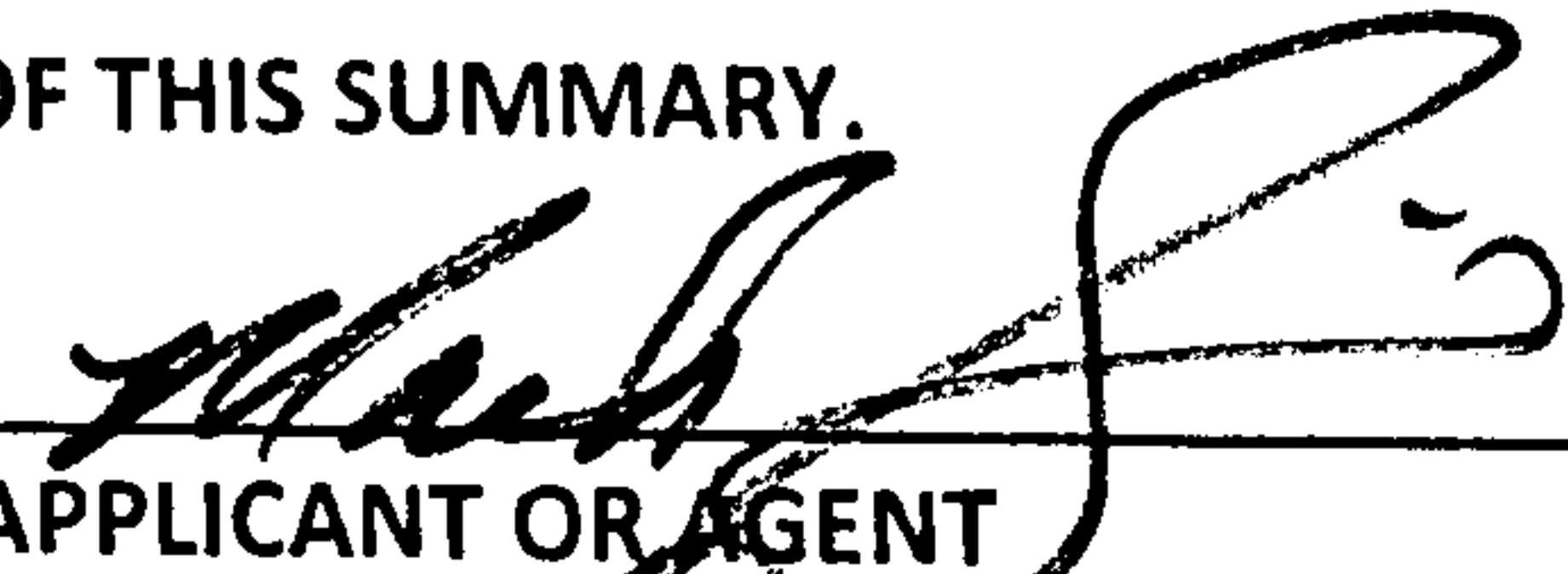
Additional Notes:

SUBDIVIDE INTO 3 NEW LOTS
2000 SF MIN @ LOT (SU.2/TH)
ZONING: SU.2/MUL → TH SU.2/DNA-TH ZONE
(LOOK @ SETBACKS) + ALL DESIGN STDS.
PG. 96 OF DNA SDP.

4. SIGN & DATE TO VERIFY ATTENDANCE & RECEIPT OF THIS SUMMARY.



PRT CHAIR



APPLICANT OR AGENT

*****Please Note: PRT DISCUSSIONS ARE FOR INFORMATIONAL PURPOSES ONLY: THEY ARE NON-BINDING AND DO NOT CONSTITUTE ANY KIND OF APPROVAL. Statements regarding Zoning are not Certificates of Zoning. Additional research may be necessary to determine the exact type of application and/or process needed. It is possible that factors unknown at this time and/or thought of as minor could become significant as the case progresses.**

DEMOLITION REGULATIONS - DEMO PERMIT.
FM. & REVIEW @ BLDG PERMIT.

REPLAT @ DRB AS MINOR PLAT ACTION
STRAIGHT TO BUILDING PERMIT.



Supplemental Form (SF)

SUBDIVISION

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

SITE DEVELOPMENT PLAN

- for Subdivision
- for Building Permit
- Administrative Amendment (AA)
- Administrative Approval (DRT, URT, etc.)
- 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): Mark Goodwin & Associates PHONE: (505) 828-2200
 ADDRESS: P.O. Box 90606 FAX: _____
 CITY: Albuquerque STATE NM ZIP 87199 E-MAIL: kelly@goodwinengineers.com
 APPLICANT: Vinnie Pizzonia PHONE: _____
 ADDRESS: 1301 Cuesta Arriba Ct. NE Suite A FAX: _____
 CITY: Albuquerque STATE NM ZIP 87113 E-MAIL: vpizzonia1@gmail.com
 Proprietary interest in site: _____ List all owners: _____

DESCRIPTION OF REQUEST: sketch plat review to re-plat 3 lots into a different configuration, demolish 2 existing structures and build 2 new townhomes.
 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. Lot 377, 378, 379 Block: 33 Unit: _____
 Subdiv/Addn/TBKA: Perfecto Armijo and Brothers Addition to COA
 Existing Zoning: SU2/MUL Proposed zoning: SU2/TH MRGCD Map No _____
 Zone Atlas page(s): J-14-2 UPC Code: _____

CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX_Z_, V_, S_, etc.): _____
PRT PA#15-165

CASE INFORMATION:

Within city limits? Yes Within 1000FT of a landfill? No
 No. of existing lots: 3 No. of proposed lots: 3 Total site area (acres): 0.2450ac
 LOCATION OF PROPERTY BY STREETS: On or Near: 6th Street NW & Marble Ave NW
 Between: _____ and _____
 Check if project was previously reviewed by: Sketch Plat/Plan or Pre-application Review Team(PRT) Review Date: 9-29-15

SIGNATURE Kelly M. Klein DATE 10-9-2015
 (Print Name) Kelly Klein Applicant: Agent:

FOR OFFICIAL USE ONLY

Revised: 11/2014

<input type="checkbox"/> INTERNAL ROUTING	Application case numbers	Action	S.F.	Fees
<input checked="" type="checkbox"/> All checklists are complete	<u>BDRB - 70377</u>	<u>SK</u>	_____	\$ <u>0</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 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	_____	_____	_____	\$ <u>0</u>

Hearing date October 21, 2015

[Signature]
 Staff signature & Date 10-13-15

Project # 1003210

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

- SKETCH PLAT REVIEW AND COMMENT (DRB22)** **Maximum Size: 24" x 36"**
 - 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) clearly outlined
 - Letter briefly describing, explaining, and justifying the request
 - List any original and/or related file numbers on the cover application

Meetings are approximately 8 DAYS after the Tuesday noon filing deadline. **Your attendance is required.**

- SITE DEVELOPMENT PLAN FOR SUBDIVISION (DRB18)** **Maximum Size: 24" x 36"**
 - 5 Acres or more & zoned SU-1, IP, SU-2, PC, or Shopping Center: Certificate of No Effect or Approval
 - 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) clearly outlined
 - 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
 - Completed Site Plan for Subdivision Checklist
 - Infrastructure List, if relevant to the site plan
 - Fee (see schedule)
 - List any original and/or related file numbers on the cover application

Meetings are approximately 8 DAYS after the Tuesday noon filing deadline. **Bring the original to the meeting. Your attendance is required.**

- SITE DEVELOPMENT PLAN FOR BUILDING PERMIT (DRB17)** **Maximum Size: 24" x 36"**
 - 5 Acres or more & zoned SU-1, IP, SU-2, PC, or Shopping Center: Certificate of No Effect or Approval
 - 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) clearly outlined
 - 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
 - Copy of Site Plan with Fire Marshal's stamp
 - Fee (see schedule)
 - List any original and/or related file numbers on the cover application

Meetings are approximately 8 DAYS after the Tuesday noon filing deadline. **Bring the original to the meeting. Your attendance is required.**

- AMENDED SITE DEVELOPMENT PLAN FOR BUILDING PERMIT (DRB01)** **Maximum Size: 24" x 36"**
- AMENDED SITE DEVELOPMENT PLAN FOR SUBDIVISION (DRB02)** **Maximum Size: 24" x 36"**
 - 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) **6 copies**
 - Zone Atlas map with the entire property(ies) clearly outlined
 - 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)
 - List any original and/or related file numbers on the cover application

Meetings are approximately 8 DAYS after the Tuesday noon filing deadline. **Bring the original to the meeting. Your attendance is required.**

- FINAL SIGN-OFF FOR EPC APPROVED SDP FOR BUILDING PERMIT (DRB05)**
- FINAL SIGN-OFF FOR EPC APPROVED SDP FOR SUBDIVISION (DRB06)**
 - 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 for Building Permit
 - Zone Atlas map with the entire property(ies) clearly outlined
 - 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
 - Copy of Site Plan with Fire Marshal's stamp (not required for SDP for Subdivision)
 - List any original and/or related file numbers on the cover application

Meetings are approximately 8 DAYS after the Tuesday noon filing deadline. **Bring the original to the meeting. 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.

Applicant name (print)

Applicant signature / date



Form revised **October 2007**

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

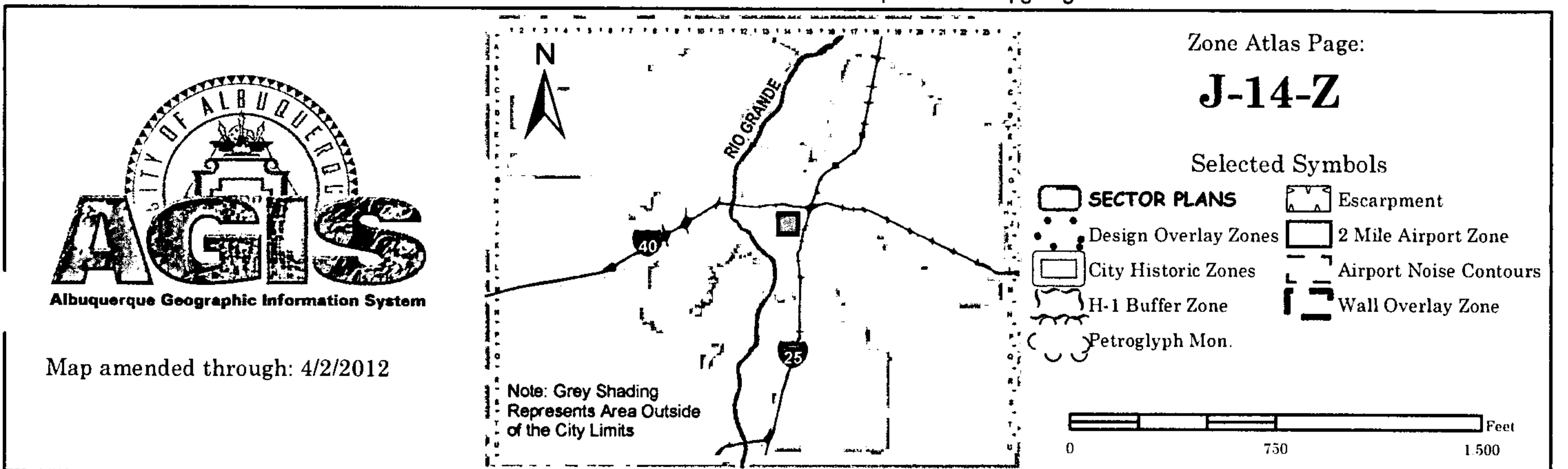
Application case numbers
 15DRB-70377

 Project # 1003210

 Planner signature / date



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





D. Mark Goodwin & Associates, P.A.
Consulting Engineers

P.O. BOX 90606, ALBUQUERQUE, NM 87199
(505) 828-2200 FAX 797-9539

*~ 2012 ACEC/NM Award Winner for Engineering Excellence ~
~ 2008 ACEC/NM Award Winner for Engineering Excellence ~*

October 9, 2015

Mr. Jack Cloud, Chair
Development Review Board
City of Albuquerque
PO Box 1293
Albuquerque, NM 87103

**Re: Marble Street Townhomes – Sketch Plat Hearing
Zone Atlas J-14-Z
PRT: PA#15-165 9/29/15**

Dear Mr. Cloud:

Attached please find a Sketch Plat for your review. We attended a Pre-Application meeting on 9/29/15 and have included the meeting minutes with this submittal. The purpose of the sketch plat is to re-plate the existing 3 lots (Lots 377, 378 and 379 in Block 33 of the Perfecto Armijo and Brothers Addition) into a new configuration. The attached Sketch Plat shows the new configuration as Lots 1, 2 and 3. Two of the existing structures will be demolished to build two new townhomes in Lots 1 and 2 of the new configuration.

Please contact our office if you have any questions.

Sincerely,

Kelly Klein, EIT
MARK GOODWIN & ASSOCIATES, PA

KMK/kmk

PROJECT #

1003210

OCTOBER 21. 2015

SK