

Copy

City of Albuquerque



DEVELOPMENT/ PLAN REVIEW APPLICATION

Updated 4/16/15

Supplemental Form (SF)

SUBDIVISION	S	Z	ZONING & PLANNING
<input type="checkbox"/> Major subdivision action			<input type="checkbox"/> Annexation
<input type="checkbox"/> Minor subdivision action			
<input type="checkbox"/> Vacation	V		<input type="checkbox"/> Zone Map Amendment (Establish or Change Zoning, includes Zoning within Sector Development Plans)
<input type="checkbox"/> Variance (Non-Zoning)			<input type="checkbox"/> Adoption of Rank 2 or 3 Plan or similar
SITE DEVELOPMENT PLAN	P		<input type="checkbox"/> Text Amendment to Adopted Rank 1, 2 or 3 Plan(s), Zoning Code, or Subd. Regulations
<input checked="" type="checkbox"/> for Subdivision			
<input type="checkbox"/> for Building Permit			
<input type="checkbox"/> Administrative Amendment (AA)	D		<input type="checkbox"/> Street Name Change (Local & Collector)
<input type="checkbox"/> Administrative Approval (DRT, URT, etc.)			
<input type="checkbox"/> IP Master Development Plan	L	A	APPEAL / PROTEST of...
<input type="checkbox"/> Cert. of Appropriateness (LUCC)			<input type="checkbox"/> Decision by: DRB, EPC, LUCC, Planning Director, ZEO, ZHE, Board of Appeals, other
STORM DRAINAGE (Form D)			
<input type="checkbox"/> 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 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): Consensus Planning, Inc. PHONE: 764-9801
 ADDRESS: 302 8th Street NW FAX: 842-5495
 CITY: Albuquerque STATE NM ZIP 87102 E-MAIL: cp@consensusplan
 APPLICANT: Tom McCullum PHONE: ning.com
 ADDRESS: 11000 Bermuda Dunes NE FAX: _____
 CITY: Albuquerque STATE NM ZIP 87111 E-MAIL: tmgmtmm@aol.com
 Proprietary interest in site: Contract Purchaser List all owners: ABQ Heritage Market place LLC

DESCRIPTION OF REQUEST: DRB Sign-off for an EPC approved Site Plan

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. A-2 Block: _____ Unit: _____
 Subdiv/Addn/TBKA: Heritage Market place
 Existing Zoning: 50-250-1 Planned Office and Commercial Proposed zoning: NA MRGCD Map No. _____
 Zone Atlas page(s): N-10 UPC Code: 100905954109740103

CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX-, Z-, V-, S-, etc.): 1003275

CASE INFORMATION:

Within city limits? Yes Within 1000FT of a landfill? No
 No. of existing lots: 1 No. of proposed lots: 1 Total site area (acres): ±1
 LOCATION OF PROPERTY BY STREETS: On or Near: sw corner Hudson Drive and
Market Street and _____
 Check if project was previously reviewed by: Sketch Plat/Plan or Pre-application Review Team(PRT) Review Date: _____

SIGNATURE

(Print Name) James K. Strozier, AICP DATE 12/19/2017
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
17 DRB - 70377

Action
SBP
CME

S.F.	Fees
_____	\$ <u>385.00</u>
_____	\$ <u>20.00</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____

Hearing date Jan. 3, 2018

Total
\$ 405.00

[Signature]

12-19-17

Staff signature & Date

Project # 1003275

Revised: 11/2014

FORM P(3): SITE DEVELOPMENT 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"**
- ~~NA~~ 5 Acres or more & zoned SU-1, IP, SU-2, PC, or Shopping Center (SC): Certificate of No Effect or Approval
 - ~~NA~~ Site Plan and related drawings (folded to fit into an 8.5" by 14" pocket) **6 copies electronic**
 - ~~NA~~ 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
 - ~~NA~~ Infrastructure List, if relevant to the site plan
 - ~~NA~~ Completed Site Plan for Building Permit Checklist *w/ EPC Application*
 - 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.**

- AMEND SITE DEVELOPMENT PLAN FOR BUILDING PERMIT (DRB01)** **Maximum Size: 24" x 36"**
- AMEND 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, EPC-APPROVED SDP FOR BUILDING PERMIT (DRB05)** **Maximum Size: 24" x 36"**
- FINAL SIGN-OFF, EPC-APPROVED SDP FOR SUBDIVISION (DRB06)** **Maximum Size: 24" x 36"**
- 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.

James E. Stuzier, AICP
Applicant name (print)



[Signature]
Applicant signature / date 12/19/2018

Form revised November 2010

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

Application case numbers
17 - DRB - 70377

[Signature]
Planner signature / date 12-19-17

Project #: 1003275



December 19, 2017

Ms. Kim Dicome, Chair
Development Review Board
City of Albuquerque
600 Second Street NW
Albuquerque, NM 87102

RE: North Andalusia – Project#1003275; Site Development Plan for Building Permit, 16EPC-40088

Landscape Architecture
Urban Design
Planning Services

Dear Ms. Dicome:

302 Eighth St. NW
Albuquerque, NM 87102

The purpose of this letter is to transmit the Burger King @ Heritage Marketplace for DRB review and sign-off for the Site Development Plan for Building Permit. The project was approved by the Environmental Planning Commission (EPC) on February 9, 2017. The project was appealed and upheld by the City Council on

(505) 764-9801
Fax 842-5495
cp@consensusplanning.com
www.consensusplanning.com

The Conditions of Approval and the applicant's responses are provided below:

Conditions 16EPC-4088 Site Development Plan for Building Permit

1. The EPC delegates final sign-off authority of this site development plan to the Development Review Board (DRB). The DRB is responsible for ensuring that all EPC Conditions have been satisfied and that other applicable City requirements have been met. A letter shall accompany the submittal, specifying all modifications that have been made to the site plan since the EPC hearing, including how the site plan has been modified to meet each of the EPC conditions. Unauthorized changes to this site plan, including before or after DRB final sign-off, may result in forfeiture of approvals.

Agreed, the changes made to the site plan are in response to these conditions.

2. *Prior to the application submittal to the DRB, the applicant shall meet with the staff planner to ensure that all conditions of approval are met.*

Agreed, the applicant met with Ms. Maggie Gould on December 11, 2017 to review the conditions.

3. *Provide a pedestrian connection from the building to Market Street if it can be designed to provide safe access, as determined by Planning and Transportation Development with input from the applicant and neighborhoods.*

The connection was shown on Exhibit A as presented at the EPC hearing and as referenced in Condition #11 below. The applicant reviewed that proposal and is in agreement with this connection. The applicant reviewed the proposed connection with the City Traffic Engineer and Ms. Racquel Michel agreed that it was acceptable and provides safe access. This information was emailed to the neighborhood association representatives provided by ONC on December 18, 2017. The pedestrian connection has been added to the Site Plan.

PRINCIPALS

James K. Strozier, AICP
Christopher J. Green, PLA,
ASLA, LEED AP
Jacqueline Fishman, AICP



4. *Update sheet Ls.01 to show corrected square footage and required landscape.*

Agreed, the calculations have been added and updated to reflect the changes to the Site and Grading Plans.

5. *Reduce screen wall height to 36 inches to comply with the approved Site Development Plan for Subdivision.*

The height of the screen wall, as noted on the Site Plan, has been reduced to 36 inches.

6. *Add an additional shade tree on the west side of the patio.*

A shade tree has been added.

7. *Future signage will be required to comply with the SPS standards and a note shall be added to the site stating that future signage can be approved administratively if it complies with the required standards.*

The note has been added to the Site Plan.

8. *Conditions from Transportation Development:*

- a. *Developer is responsible for permanent improvements to the transportation facilities adjacent to the proposed development site plan, as required by the Development Review Board (DRB).*
- b. *Site plan shall comply and be in accordance with all applicable City of Albuquerque requirements, including the Development Process Manual and current ADA criteria.*
- c. *The applicant will address transportation comments prior to DRB sign off.*

Agreed.

9. *Conditions of Approval from PNM:*

- a. *It is the applicant's obligation to determine if existing utility easements or rights-of-way are located on or adjacent to the property and to abide by any conditions or terms of those easements.*
- b. *Ground-mounted equipment screening will be designed to allow for access to utility facilities. All screening and vegetation surrounding ground-mounted transformers and utility pads are to allow 10 feet of clearance in front of the equipment door and 5-6 feet of clearance on the remaining three sides for safe operation, maintenance and repair purposes. Refer to the PNM Electric Service Guide at www.pnm.com for specifications.*

Agreed.



10. The Site Development Plan shall comply with the General Regulations of the Zoning Code, the Subdivision Ordinance, and all other applicable design regulations, except as specifically approved by the EPC.

Agreed.

11. Changes and additions proposed at the hearing and as reflected on Exhibit A should be incorporated into the design of the site plan, where possible.

Agreed, these changes have been incorporated into the Site Plan.

12. Depressed landscaping areas and benches will be added to the Site Plan.

Agreed, these have been added where appropriate.

Thank you for considering our request. Please contact me at (505) 764-9801, if you have any questions.

Sincerely,

James K. Strozier, AICP
Principal

December 18, 2017

Ms. Kym Dicome, Chair
City of Albuquerque
Development Review Board
600 North 2nd Street NW
Albuquerque, NM 87102

Re: Proposed Burger King Restaurant – Project #1003275

Ms. Dicome:

Consensus Planning, Inc. is hereby authorized to represent us in all matters regarding the DRB sign off for the Site Development Plan for Building Permit, processing, and representation before the City of Albuquerque regarding this proposed Burger King restaurant. The proposed restaurant is located at the southwest corner of Market Street and Ladera Drive and was approved by the EPC.

The property is legally described as Tract A-2, Plat of tracts A-1 thru C-3, Heritage Marketplace.

Please do not hesitate to contact me or Consensus Planning at 764-9801 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom McCullum", with a long horizontal flourish extending to the right.

Tom McCullum

**Notice of Decision
City Council
City of Albuquerque
May 17, 2017**

2017 MAY 23 AM 11:12

RECEIVED
ALBUQUERQUE CITY CLERK

AC-17-3 (Project #1003275/16EPC-40088) Laurelwood Neighborhood Association appeals the decision of the Environmental Planning Commission (EPC) to Approve a Site Development Plan for Building Permit for Tract A-2, Heritage Marketplace, located at Ladera Drive and Market Street NW

Decision

On May 15, 2017, by a vote of 7 FOR, 2 AGAINST, the City Council voted to deny the appeal and affirm the decision of the Environmental Planning Commission by accepting and adopting the recommendation and findings of the Land Use Hearing Officer.

Against: Gibson, Sanchez

IT IS THEREFORE ORDERED THAT THE APPEAL IS DENIED, THE EPC'S DECISION IS AFFIRMED, AND THE SITE DEVELOPMENT PLAN FOR BUILDING PERMIT IS APPROVED

Attachments

1. Land Use Hearing Officer's Recommendation
2. Action Summary from the May 15, 2017 City Council Meeting

A person aggrieved by this decision may appeal the decision to the Second Judicial District Court by filing in the Court a notice of appeal within thirty (30) days from the date this decision is filed with the City Clerk.


Isaac Benton, President
City Council

Date: 5-23-17

Received by: 
City Clerk's Office

Date: 5/23/17

X:\CITY COUNCIL\SHARE\CL-Staff_Legislative Staff\Reports\LUPZ\DAC-17-3.mmh.doc

CITY OF ALBUQUERQUE



PLANNING DEPARTMENT
URBAN DESIGN & DEVELOPMENT DIVISION
600 2nd Street NW, 3rd Floor, 87102
P.O. Box 1293, Albuquerque, NM 87103
Office (505) 924-3860 Fax (505) 924-3339

OFFICIAL NOTIFICATION OF DECISION

February 10, 2017

One Architecture
Attn: Nathan Bisch
8801 N. Central Ave, Suite 101
Phoenix, AZ 85020

Project# 1003275
16EPC-40088 Site Development Plan for Building Permit

LEGAL DESCRIPTION:

The above action for all or a portion of Tract A-2, HeritageMarket Place, zoned SU-2/SU-1, Planned Office Park and Commercial Development to Include Full Service Alcohol Sales with a Sit Down Restaurant located on Southwest Corner of Ladera Drive NW and Market Street NW, containing approximately .94 acre. (H-9)
Staff Planner: Maggie Gould

PO Box 1293

Albuquerque On February 9, 2017 the Environmental Planning Commission (EPC) voted to **APPROVE** Project 1003275/16EPC-40088, a Site Development Plan for Building Permit, based on the following findings and conditions:

NM 87103 **FINDINGS:**

1. This is a request for a Site Development Plan for Building Permit for Tract A-2, Heritage Marketplace located on Ladera Drive NW, between Unser Boulevard and Market Street and containing approximately .94 acres.
2. The request will allow the development of 3,237 square foot restaurant with drive up service window and associated landscaping and parking areas.
3. In October of 2012, the City Code Compliance Manager confirmed that uses allowed on the site must correspond to those enumerated in the C-1 Neighborhood Commercial Zone, and that the area within which the subject site is located may be developed with commercial uses pursuant to the C-1 zone. Therefore, the proposed restaurant with a drive-up service window and retail building on the subject site is permissive.
4. The subject site is located within the Heritage Marketplace Site Development Plan for Subdivision (13EPC-40148), and is subject to the approved design standards. The request is consistent with those standards.

www.cabq.gov

OFFICIAL NOTICE OF DECISION

Project #1003275

February 9, 2017

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5. The site is within the boundaries of the Developing Urban area of the Comprehensive Plan, the Ladera Community of the West Side Strategic Plan and the El Rancho Atrisco III Sector Development Plan. The Heritage Marketplace Site Development Plan for Subdivision applies to the site and contains design requirements that development must comply with.
6. The Albuquerque/Bernalillo County Comprehensive Plan, Westside Strategic Plan, El Rancho Atrisco Phase III Sector Development Plan and the City of Albuquerque Zoning Code are incorporated herein by reference and made part of the record for all purposes.
7. Section 14-16-3-11 of the Zoning Code states, "...Site Development Plans are expected to meet the requirements of adopted city policies and procedures." The attached site development plan has been evaluated for conformance with applicable goals and policies in the Comprehensive Plan, and other applicable Plans.
8. The proposed Site Development Plan for Building Permit furthers the following Comprehensive Plan policies:
 - A. Policy II.B.5.d: The location, intensity, and design of new development shall respect existing neighborhood values, natural environmental conditions and carrying capacities, scenic resources, and resources of other social, cultural, recreational concern.

The request generally furthers Policy II.B.5.d. The proposed development would be suitable in terms of its location and intensity as it is appropriately located within an existing area zoned for commercial uses. The subject site is not considered a scenic or natural environment, and is subject to the Heritage Marketplace design standards, which were established to respect neighborhood values and conditions of the area. However, there is concern about the impact of the traffic from the proposed development and the impact of the drive-use on the pedestrian safety.
 - B. Policy II.B.5.e: New growth shall be accommodated through development in areas where vacant land is contiguous to existing or programmed urban facilities and services and where the integrity of existing neighborhoods can be ensured.

The request furthers Policy II.B.5.e because the site has access to a full range of existing urban services, including roads, electricity, transit and water and sewer. The proposed Site Development Plan for Building Permit is required to adhere to the Heritage Marketplace Site Development Plan for Subdivision design standards as approved by the Environmental Planning Commission. These standards help to ensure quality development on the site.
 - C. Policy II.B.5.i: Employment and service uses shall be located to complement residential areas and shall be sited to minimize adverse effects of noise, lighting, pollution, and traffic on residential environments.

OFFICIAL NOTICE OF DECISION

Project #1003275

February 9, 2017

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The request furthers Policy II.B.5.i. New development will add to the services available to area residents and provide job opportunities. The Heritage Marketplace Site Development Plan for Subdivision provides design standards that limit lighting near residential development and includes other standards to increase the design quality for the adjacent neighborhoods.

9. The proposed Site Development Plan for Building Permit furthers the following West Side Strategic Plan policies:

- A. Policy 3.23: Location of commercial services, multifamily development, and public facilities shall be encouraged on the western side of the Ladera Community or in its central area to reduce trips to Coors Boulevard and provide easier access to services for neighborhoods west of the Ladera Golf Course. This development would occur in Neighborhood Centers designed to relate to the surrounding neighborhoods and be consistent with design guidelines for the area near the escarpment. Strip commercial development will not be allowed in this area.

The request furthers policy 3.23 because the proposed development adds commercial services on the western side of the Ladera Community within a neighborhood center. The site plan is generally consistent with the design standards in the Heritage Marketplace Site Development Plan for Subdivision. Extensive landscaping is provided along the northeast corner that will help the site relate to the neighborhood.

- B. Policy 3.24: The area just west of Coors and north of I-40 up to a point of about 1000 feet south of Ladera Drive should be designated and developed as the Community Activity Center for Ladera.

The request furthers Policy 3.24 because the proposed commercial development will be located within the Unser / Ladera Neighborhood Center as shown on page 30 of the West Side Strategic Plan.

- C. Policy 4.6.g: Create commercial developments that are or will be accessible by transit. Locate buildings adjacent to street frontages and place parking areas to the rear or sides of properties and/or on adjacent streets. Locate landscaping, walls, or fences so they do not create barriers for pedestrians. Parking shall not take precedence over pedestrian circulation.

The request partially furthers policy 4.6.g because the site is accessible by transit and the landscaping and walls do not create barriers for pedestrians. The building is close to the street, but has a drive up lane between the building and the street.

10. The request furthers the intent of El Rancho Atrisco Phase III Sector Plan because the proposed development complies with the intent of the land use plan contained within the El Rancho Atrisco Phase III Sector Plan.

11. The Laurelwood Neighborhood Association, Parkway Neighborhood Association and the Westside Coalition of Neighborhoods were notified.

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12. A facilitated meeting occurred on January 25, 2017. Neighbors expressed concern about the existing traffic in the area and additional traffic from the proposed use, including the volume of traffic, the function of the intersections, delivery trucks and the lack of a signal at Market Street because of the distance to Unser Boulevard. Attendees expressed opposition the drive-thru because it is not pedestrian friendly and they would prefer a sit down restaurant.
13. The original TIS, dated 2014, included two drive thru restaurant facilities for the entire site development plan for subdivision. With this project, the trip generation numbers were updated to add a third drive thru restaurant. According to the Traffic Engineer, there will be a negligible impact to traffic congestion in the area.
14. Changes and additions were proposed as a result of the facilitated meeting on January 25, 2017. The changes are reflected on Exhibit A as displayed at the hearing.

CONDITIONS:

1. The EPC delegates final sign-off authority of this Site Development Plan for Building Permit to the Development Review Board (DRB). The DRB is responsible for ensuring that all EPC Conditions have been satisfied and that other applicable City requirements have been met. A letter shall accompany the submittal, specifying all modifications that have been made to the site plan since the EPC hearing, including how the site plan has been modified to meet each of the EPC conditions. Unauthorized changes to this site plan, including before or after DRB final sign-off, may result in forfeiture of approvals.
2. Prior to application submittal to the DRB, the applicant shall meet with the staff planner to ensure that all conditions of approval are met.
3. Provide a pedestrian connection from the building to Market Street if it can be designed to provide safe access, as determined by Planning and Transportation Development with input from the applicant and neighborhoods.
4. Update sheet La.01 to show corrected site square footage and required landscape.
5. Reduce screen wall height to 36 inches to comply with the approved Site Development Plan for Subdivision.
6. Add an additional shade tree on the west side of the patio.

7. Future signage will be required to comply with SPS standards and a note shall be added to the site stating that future signage can be approved administratively if it complies with the required standards.
8. Conditions from Transportation Development:
 1. Developer is responsible for permanent improvements to the transportation facilities adjacent to the proposed development site plan, as required by the Development Review Board (DRB).
 2. Site plan shall comply and be in accordance with all applicable City of Albuquerque requirements, including the Development Process Manual and current ADA criteria.
 3. The applicant will address transportation comments prior to DRB sign off.
9. Conditions of Approval from PNM:
 1. It is the applicant's obligation to determine if existing utility easements or rights-of-way are located on or adjacent to the property and to abide by any conditions or terms of those easements.
 2. Ground-mounted equipment screening will be designed to allow for access to utility facilities. All screening and vegetation surrounding ground-mounted transformers and utility pads are to allow 10 feet of clearance in front of the equipment door and 5-6 feet of clearance on the remaining three sides for safe operation, maintenance and repair purposes. Refer to the PNM Electric Service Guide at www.pnm.com for specifications.
10. The Site Development Plan shall comply with the General Regulations of the Zoning Code, the Subdivision Ordinance, and all other applicable design regulations, except as specifically approved by the EPC.
11. Changes and additions proposed at the hearing as reflected on Exhibit A should be incorporated into the design of the site plan, where possible.
12. Depressed landscaping areas and benches will be added to the site plan.

APPEAL: If you wish to appeal this decision, you must do so within 15 days of the EPC's decision or by **FEBRUARY 24, 2017**. The date of the EPC's decision is not included in the 15-day period for filing an appeal, and if the 15th day falls on a Saturday, Sunday or Holiday, the next working day is considered as

OFFICIAL NOTICE OF DECISION

Project #1003275

February 9, 2017

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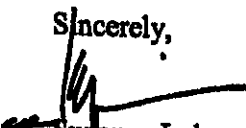
the deadline for filing the appeal.

For more information regarding the appeal process, please refer to Section 14-16-4-4 of the Zoning Code. A Non-Refundable filing fee will be calculated at the Land Development Coordination Counter and is required at the time the appeal is filed. It is not possible to appeal EPC Recommendations to City Council; rather, a formal protest of the EPC's Recommendation can be filed within the 15 day period following the EPC's recommendation.

You will receive notification if any person files an appeal. If there is no appeal, you can receive Building Permits at any time after the appeal deadline quoted above, provided all conditions imposed at the time of approval have been met. Successful applicants are reminded that other regulations of the City Zoning Code must be complied with, even after approval of the referenced application(s).

SITE DEVELOPMENT PLANS: Pursuant to Zoning Code Section 14-16-3-11(C)(1), if less than one-half of the approved square footage of a site development plan has been built or less than one-half of the site has been developed, the plan for the undeveloped areas shall terminate automatically seven years after adoption or major amendment of the plan: within six months prior to the seven-year deadline, the property owners shall request in writing through the Planning Director that the Planning Commission extend the plan's life an additional five years. Additional design details will be required as a project proceeds through the Development Review Board and through the plan check of Building Permit submittals for construction. Planning staff may consider minor, reasonable changes that are consistent with an approved Site Development Plan so long as they can be shown to be in conformance with the original, approved intent.

Sincerely,


Suzanne Lubar
Planning Director

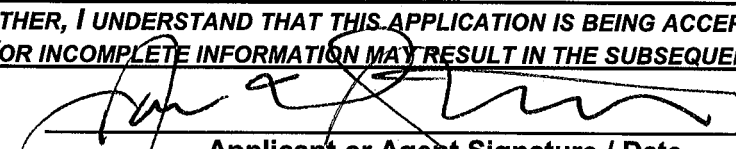
SL/MG

cc: One Architecture, Nathan Bisch, 8801 N. Central Ave, Suite 101, Phoenix, AZ 85020
Laurel Wood N.A (LWD) "R", Candelaria Patterson, 7608 Elderwood Dr. NW, ABQ, New Mexico 87120
Laurel Wood N.A (LWD) "R", Gregie Duran, 7525 Maplewood Dr. NW, ABQ, New Mexico 87120
Parkway N.A (PKW) "R", Ruben Aleman, 8005 Fallbrook NW, Albuquerque, New Mexico 87120
Parkway N.A (PKW) "R", Mary Loughran, 8015 Fallbrook NW, Albuquerque, New Mexico 87120
Westside Coalition of N.A.'S, Harry Hendriksen, 10592 Rio Del Sole Ct. NW, ABQ, NM 87114
Westside Coalition of N.A.'S, Rene Horvath, 5515 Palomino Dr. NW, ABQ, New Mexico 87120
Frank Comfort, 7608 Elderwood Dr. NW, ABQ, NM 87120

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT CHECKLIST

This checklist will be used to verify the completeness of site plans submitted for review by the Environmental Planning Commission and Development Review Board. Because development proposals vary in type and scale, there may be submittal requirements that are not specified here. More details and/or minor changes may be necessary as the project progresses through DRB and building permit reviews. Certification of completeness 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. I ACKNOWLEDGE THAT MORE DETAILS AND/OR MINOR CHANGES MAY BE NECESSARY AS THE PROJECT PROGRESSES THROUGH THE REVIEW PROCESSES. FURTHER, I UNDERSTAND THAT THIS APPLICATION IS BEING ACCEPTED PROVISIONALLY AND THAT INACCURATE AND/OR INCOMPLETE INFORMATION MAY RESULT IN THE SUBSEQUENT REJECTION OR DEFERRAL OF THE APPLICATION.


12/19/2017
 Applicant or Agent Signature / Date

NOTE: MAXIMUM SIZE FOR SUBMITTAL IS 24" X 36", or as pre-approved by Planning Staff

Site development plan packets shall be composed of the following plan sheets (unless otherwise approved in writing):

1. **Site Plan** (including easements with recording information)
2. **Landscaping Plan**
3. **Conceptual Grading and Drainage Plan** (a separate Grading Plan sheet is required for sites > 1 acre)
4. **Conceptual Utility Plan** (for sites less than one acre, Utility Plan may be shown on Site Plan)
5. **Building and Structure Elevations**
6. **Previously approved Development Plan** (if applicable)

Submitted plan packets must be organized in the above manner. The following checklist describes the minimum information necessary for each plan element. Please refer to the City's DPM, Zoning Code and any applicable Sector Development Plan and Master Development Plan for specific design requirements for the elements listed below. 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. 8-1/2" x 11" reduction for each plan sheet & electronic copy (pdf) of Site Development Plan
- 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, if approved by staff]
- 3. Bar scale
- 4. North arrow
- 5. Vicinity map
- 6. Signature Block (for DRB site dev. plans)
- 7. Property lines (clearly identify)
- 8. Existing easements on the site and within 20 ft. of the site with recording information; proposed easements on the site
- 9. Phases of development including location and square footages of structures, circulation, parking and landscaping
- 10. Indicate existing structures and easements (with recording information) within 20 ft. of the site

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B. Proposed Development

1. Structural

- 1. Location of existing & proposed structures on the site (distinguish between existing & proposed, include phasing)
- 2. Dimensions and square footage of each structure
- 3. Proposed use of each structure
- 4. Walls, fences, and screening: indicate height, length, color and materials
- 5. Loading facilities
- 6. Conceptual site lighting (indicate general location & maximum height) *Separate Lighting Plan*
- 7. Location of refuse container and enclosure
- 8. Site amenities including patios, benches, tables (indicating square footage of patios/ plazas)

2. Parking and Circulation

- A. Parking layout with spaces numbered per aisle and totaled.
 - 1. **Location and typical dimensions**, including handicapped spaces
 - 2. **Calculations:** spaces required: _____ provided: _____
Handicapped spaces (included in required total) required: _____ provided: _____
Motorcycle spaces (in addition to required total) required: _____ provided: _____
- B. Bicycle parking & facilities
 - 1. Bicycle racks, spaces required: 11 provided: 28
 - 2. Bikeways and other bicycle facilities, if applicable
- C. Public Transit
 - 1. Bus facilities, including routes, bays and shelters existing or required
- 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 of proposed and existing public sidewalk; define distance from back of curb to sidewalk
- E. Vehicular Circulation (Refer to Chapter 23 of DPM for design requirements)
 - 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
 - 6. Existing and proposed street widths, right-of-way widths and curve radii
 - 7. Identify existing and proposed turn lanes, deceleration lanes and similar features related to the functioning of the proposal, with dimensions
 - 8. Location of traffic signs and signals related to the functioning of the proposal
 - 9. Identify existing and proposed medians and median cuts

3. Phasing – This is required information if phasing of project is anticipated

- 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.

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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. Statement of Landscaping Responsibility for Maintenance (Landscape Agreement will be required for landscape in public right-of-way prior to Building Permit)
7. Statement of compliance with Water Conservation Ordinance, see §6-1-1
8. Statement of compliance with §14-16-3-10, General Landscaping Regulations
9. Identify location and size (SF) of all landscaping areas, including:
 - A. Type, location and size of trees (common and/or botanical names)
 - B. Type and location of all ground cover material (organic/inorganic)
 - C. Existing vegetation, indicating whether it is to be preserved or removed
 - D. Ponding areas either for drainage or landscaping/recreational use
 - E. Turf area – only 20% of landscaped area can be high water-use turf
10. Landscape calculation table:
 - A. Required and Provided Landscape Area – square footage and percent
 - B. Required and Provided Trees (street, parking lot, screening, etc.)
11. Street Tree Plan as defined in the Street Tree Ordinance (see §6-6-2)
12. Verification of adequate sight distance
13. Provide a plant list of shrubs, grasses, and perennials

SHEET # 3 – CONCEPTUAL GRADING and DRAINAGE PLAN

The Conceptual Grading and Drainage Plan provides the Planning Commission and DRB with an understanding of site topography and how it relates to adjacent property. The City Engineer or her/his designee may waive or allow adjustments to the Conceptual Grading and Drainage Plan requirements for sites that are already developed or 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.

A. General Information

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

B. Grading Information

1. Provide a narrative description of existing site topography, proposed grading improvements, flood zone status, and topography within 20 feet of the site.
2. Show existing and proposed contours, retaining wall heights, approximate street (drive entrance/parking lot) slopes.
3. Identify whether ponding is required
4. 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.

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NA 5. 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.

✓ 6. In addition to the above, the following must be provided for DRB applications:

A. Conceptual onsite drainage system

B. For sites 5 acres or greater or for sites where drainage infrastructure is required, a Drainage Report is required.

SHEET #4 – UTILITY PLAN

If site is less than one acre, the Utility Plan may be shown on sheet #1

- ✓ 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)

SHEET #5 BUILDING AND STRUCTURE ELEVATIONS

A. General Information

- ✓ 1. Scale (minimum of 1/8" or as approved by Planning Staff)
- ✓ 2. Bar Scale
- ✓ 3. Detailed Building Elevations for each facade
 - ✓ a. Identify facade orientation (north, south, east, & west)
 - ✓ b. Facade dimensions including overall height and width of building and major building articulation elements such as doors and windows (to determine compliance with zoning or other regulations)
 - ✓ c. Materials and colors of principle building elements – façade, roof, windows, doors, etc.
 - ✓ d. 8½" x 11" color renderings or similar illustrations (2 for DRB and 10 for EPC)
- ✓ 4. Dimensions, colors and materials of Refuse Enclosure
- ✓ 5. 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
- ✓ 7. Verification of adequate sight distance