

# RMKM

January 19, 2015

RE: DRB Sketch Plan for New Mexico Mutual Site (NE corner of Balloon Fiesta Pkwy and San Mateo Blvd)

To Whom It May Concern:

As referenced in the Application we attended a PRT meeting on October 20, 2015 (PA# 15-178). The notes from that meeting are attached. We are in need of additional information to develop the site referenced above, specifically:

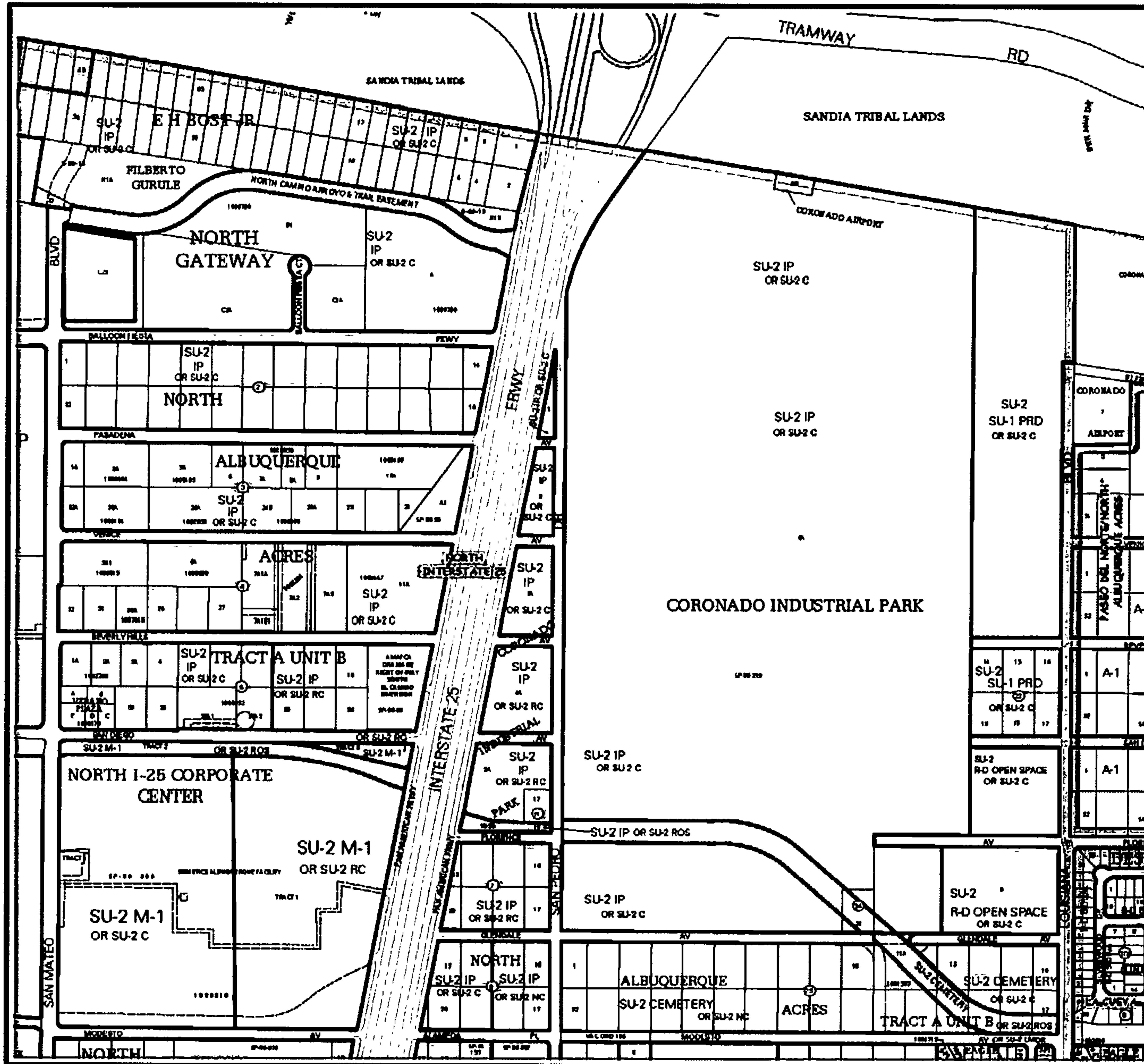
1. Any requirements regarding the extension of San Mateo Blvd north of Balloon Fiesta Pkwy – specifically the northern terminus.
2. Any requirements regarding location of entrances.
3. A Water and Sewer Availability request was submitted on December 8, 2015, we haven't received this information yet.
4. Any additional information regarding site utilities.

Sincerely,



Name: Peter Rehn, RA

Firm: RMKM Architecture, PC



LEGAL DESCRIPTION  
 T11N  
 R3E  
 SEC 12

UNIFORM PROPERTY CODE  
 1-018-085



Map amended through January 2015



PUBLIC WORKS DIVISION  
 GIS PROGRAM

This information is for reference only. Bernalillo County assumes no liability for errors associated with the use of these data. Users are solely responsible for confirming data accuracy when necessary. Source data are from Bernalillo County and the City of Albuquerque. For current information visit [www.bemco.gov/gis-program](http://www.bemco.gov/gis-program).

**B-18-Z**

# PRE-APPLICATION REVIEW TEAM (PRT) MEETING

PA# 15- 178

Date: 10.20.15

Time: 1:30.

## 1. AGENCY REPRESENTATIVES PRESENT AT MEETING

Planning:  Kym Dicone  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 \_\_\_\_\_ **PUBLIC HEARING.**

## 3. SUMMARY OF PRT DISCUSSION:

Current Zoning: GN.2 C OF IP

Proposed Use/Zone: \_\_\_\_\_

Applicable Plans: \_\_\_\_\_

Applicable Design Regulations: \_\_\_\_\_

Previously approved site plans/project #: 1003790,

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:

N 1.25 SDP REQUIRES A SITE DEVELOPMENT PLAN THRU A PUBLIC HEARING @ DRB (LANDSCAPE PLAN)

N 1.25 SDP DID NOT RE ZONE PROPERTIES BUT RATHER CREATED AN OVERLAY ~~ZONE~~ THAT ALLOWS USES IN THE LAND USE DISTRICT OVERLAY (PG 25 N 1.25 SDP) IP ALLOWS OFFICE.

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

[Signature]  
PRT CHAIR

[Signature]  
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.**

SAN MATEO BLVD.

IP → PARKING REGULATIONS APPLY (NOT WHAT'S LISTED UNDER CP) GO TO ZC PARKING REGULATIONS.

GO STRAIGHT TO DESIGN REGULATIONS (CHAPTER 4) — MEDIAN OPENING. DISCUSS W/ DMD ALONG BALLOON FIESTA PARKWAY.

\* FINANCIAL GUARANTEES FOR SAN MATEO BLVD. □ \* TIED TO THIS SITE. MRCOG LONG RANGE ST. PLAN.

~~CALL KJM DICOME 924.3814 TO SCHEDULE DISCUSSION~~  
CITY ENGINEER

EXTEND PUBLIC S/W ALONG BALLOON FIESTA PARKWAY



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)
- L A 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 2<sup>nd</sup> Street NW, Albuquerque, NM 87102. Fees must be paid at the time of application. Refer to supplemental forms for submittal requirements.

**APPLICATION INFORMATION:**

Professional/Agent (if any): Peter Rehn, RA - RMKM Architecture PHONE: (505) 681-6836  
 ADDRESS: 400 Gold Ave SW, Studio 1100 FAX: \_\_\_\_\_  
 CITY: Albuquerque STATE NM ZIP 87102 E-MAIL: prehn@rmkmarch.com  
 APPLICANT: Cindy Mohler, HR Director - New Mexico Mutual PHONE: (505) 343-2806  
 ADDRESS: 3900 Sinqer Blvd NE FAX: \_\_\_\_\_  
 CITY: Albuquerque STATE NM ZIP 87109 E-MAIL: cindym@newmexicomutual.com  
 Proprietary interest in site: \_\_\_\_\_ List all owners: New Mexico Mutual

**DESCRIPTION OF REQUEST:** Need information regarding the extension of San Mateo along the west side of the site and any information regarding placement of site entrances and utilities needed for development of this site.

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. 1003790 <sup>TR:</sup> C2B Unit: \_\_\_\_\_  
 Subdiv/Addn/TBKA North Gateway Plat For tracts B-1, C-1-A, C-2-A & C-2-B  
 Existing Zoning: SU-2 IP or C Proposed zoning: SU-2 C MRGCD Map No \_\_\_\_\_  
 Zone Atlas page(s): B-18-Z 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.):  
1000961, 1003790

**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): Approx. 5  
 LOCATION OF PROPERTY BY STREETS: On or Near: NW corner of Balloon Fiesta Pkwy and San Mateo Blvd  
 Between: \_\_\_\_\_ and \_\_\_\_\_  
 Check if project was previously reviewed by: Sketch Plat/Plan  or Pre-application Review Team(PRT)  Review Date: 10-20-15

**SIGNATURE**

Peter Rehn DATE 1-25-16  
 (Print Name) Peter Rehn, RA - RMKM Architecture Applicant:  Agent:

**FOR OFFICIAL USE ONLY**

Revised: 11/2014

<input type="checkbox"/> INTERNAL ROUTING	Application case numbers	Action	S.F.	Fees
<input type="checkbox"/> All checklists are complete	<u>16 DRB - 70034</u>	<u>SP</u>	_____	\$ <u>0</u>
<input type="checkbox"/> All fees have been collected	_____	_____	_____	\$ _____
<input type="checkbox"/> All case #s are assigned	_____	_____	_____	\$ _____
<input type="checkbox"/> AGIS copy has been sent	_____	_____	_____	\$ _____
<input 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 Feb. 3, 2016

1-25-16  
 Staff signature & Date

Project # 1003790

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

**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)**

**(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

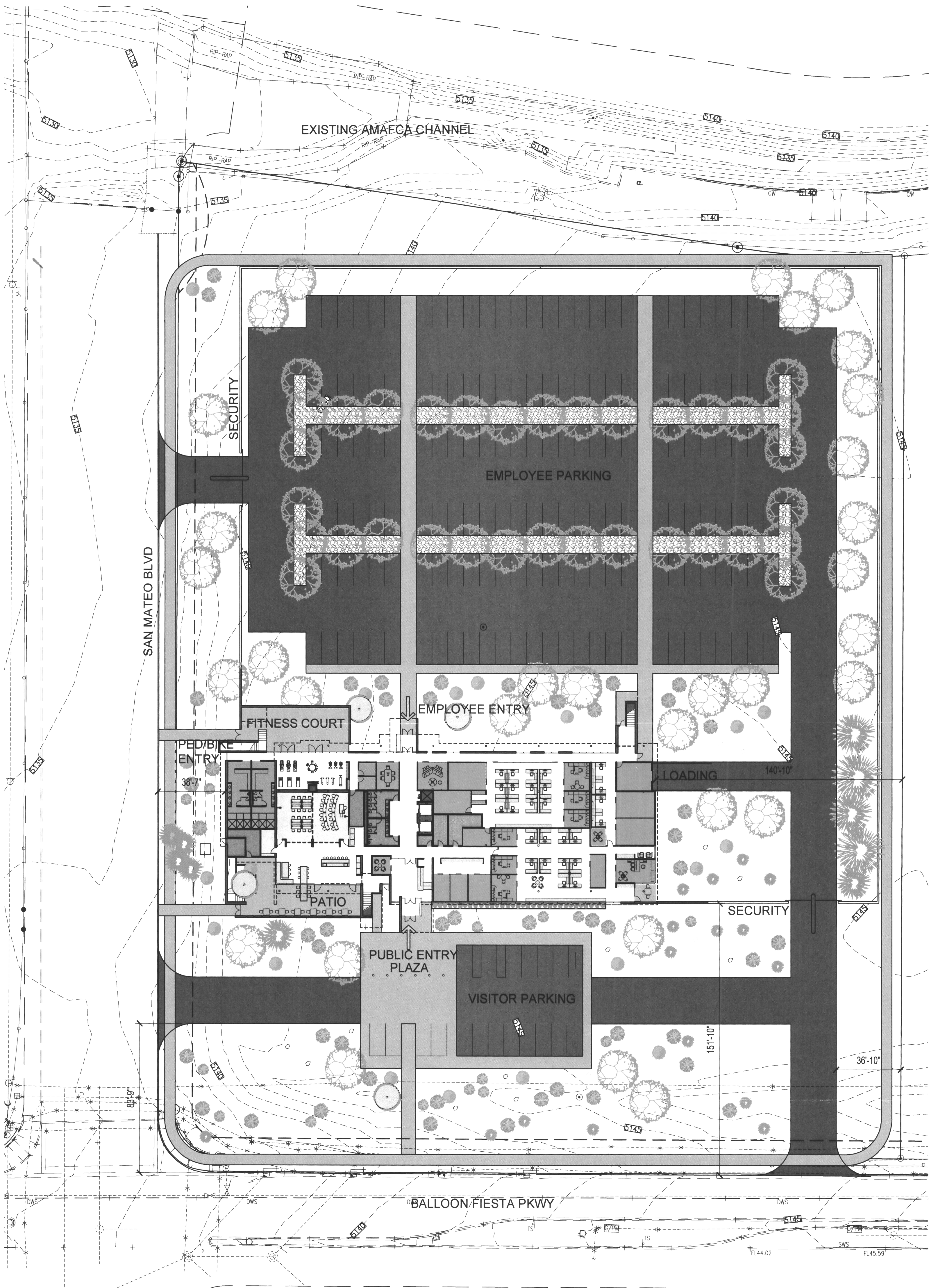
- Checklists complete
- Fees collected
- Case #s assigned
- Related #s listed

Application case numbers  
16 - DRB - 70034  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Planner signature / date  
 Project # 1003790

1-25-14





**SITE PLAN**

PROJECT: 100 3790  
 DATE: 2-3-16  
 APP: 16-70034  
 REQUEST: SK

