



### 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  
☒ V Zone Map Amendment (Establish or Change Zoning, includes Zoning within Sector Development Plans)  
☐ P 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

#### D 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): Mark Gardwin + Associates PA PHONE: 828-2200

ADDRESS: PO Box 90606 FAX: \_\_\_\_\_

CITY: Albuquerque STATE nm ZIP 87199 E-MAIL: kaye.gardwin@engr.com

APPLICANT: Bokay Construction, Inc. PHONE: 450-4616

ADDRESS: 5160 San Francisco FAX: \_\_\_\_\_

CITY: ABQ STATE nm ZIP 87109 E-MAIL: bocbokayconst.com

Proprietary interest in site: purchasing land List all owners: Vuelo, LLC

DESCRIPTION OF REQUEST: Preliminary Plat, Vacation of Easements, Vacation of ROW, Sidewalk Dedication for Sage Ranch Subdivision

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. 1-P1-33-P1, Tract A Block: \_\_\_\_\_ Unit: \_\_\_\_\_

Subdiv/Addn/TBKA: Sage Ranch

Existing Zoning: R-LT Proposed zoning: R-LT MRGCD Map No. \_\_\_\_\_

Zone Atlas page(s): m-9 UPC Code: 100905515835920826

#### CASE HISTORY:

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

#### CASE INFORMATION:

Within city limits? ☒ Yes Within 1000FT of a landfill? no

No. of existing lots: 26 No. of proposed lots: 33 Total site area (acres): 3.7742

LOCATION OF PROPERTY BY STREETS: On or Near: Sage Ranch Ct.

Between: Sage Ranch Rd. and Bernandez Rd.

Check if project was previously reviewed by: Sketch Plat/Plan ☐ or Pre-application Review Team(PRT) ☐ Review Date: \_\_\_\_\_

SIGNATURE [Signature] DATE 1/23/2018

(Print Name) Hiram Crook Applicant: ☐ Agent: ☒

#### FOR OFFICIAL USE ONLY

Revised: 11/2014

#### ☐ 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

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Fees

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 Total  
 \$\_\_\_\_\_

Hearing date \_\_\_\_\_

Project # \_\_\_\_\_

Staff signature & Date \_\_\_\_\_

FORM V: SUBDIVISION VARIANCES & VACATIONS

- ☐ BULK LAND VARIANCE (DRB04)

(PUBLIC HEARING CASE)

Application for Minor Plat on FORM S-3, including those submittal requirements.

Letter briefly describing and explaining: the request, compliance with the Development Process Manual, and all improvements to be waived.

Notice on the proposed Plat that there are conditions to subsequent subdivision (refer to DPM)

Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts

Sign Posting Agreement

Fee (see schedule)

List any original and/or related file numbers on the cover application

24 copies

DRB Public hearings are approximately 30 DAYS after the filing deadline. Your attendance is required.
- ☒ VACATION OF PUBLIC EASEMENT (DRB27)

☒ VACATION OF PUBLIC RIGHT-OF-WAY (DRB28)

✓ The complete document which created the public easement (folded to fit into an 8.5" by 14" pocket)

(Not required for City owned public right-of-way.)

✓ Drawing showing the easement or right-of-way to be vacated, etc. (not to exceed 8.5" by 11")

✓ Zone Atlas map with the entire property(ies) clearly outlined

✓ Letter briefly describing, explaining, and justifying the request

✓ Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts

✓ Sign Posting Agreement

✓ Fee (see schedule)

✓ List any original and/or related file numbers on the cover application

24 copies

Unless the vacation is shown on a DRB approved plat recorded by the County Clerk within one year, it will expire.

DRB Public hearings are approximately 30 DAYS after the filing deadline. Your attendance is required.

☐ SIDEWALK VARIANCE (DRB20)

☐ SIDEWALK WAIVER (DRB21)

Scale drawing showing the proposed variance or waiver (not to exceed 8.5" by 14")

Zone Atlas map with the entire property(ies) clearly outlined

Letter briefly describing, explaining, and justifying the variance or waiver

List any original and/or related file numbers on the cover application

6 copies

DRB meetings are approximately 8 DAYS after the Tuesday noon filing deadline. Your attendance is required.

☐ SUBDIVISION DESIGN VARIANCE FROM MINIMUM DPM STANDARDS (DRB25)

Scale drawing showing the location of the proposed variance or waiver (not to exceed 8.5" by 14")

✓ Zone Atlas map with the entire property(ies) clearly outlined

Letter briefly describing, explaining, and justifying the variance

Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts

Sign Posting Agreement

Fee (see schedule)

List any original and/or related file numbers on the cover application

24 copies

DRB meetings are approximately 30 DAYS after the filing deadline. Your attendance is required.

☒ TEMPORARY DEFERRAL OF SIDEWALK CONSTRUCTION (DRB19)

☐ EXTENSION OF THE SIA FOR TEMPORARY DEFERRAL OF SIDEWALK CONSTRUCTION (DRB07)

✓ Drawing showing the sidewalks subject to the proposed deferral or extension (not to exceed 8.5" by 14")

✓ Zone Atlas map with the entire property(ies) clearly outlined

✓ Letter briefly describing, explaining, and justifying the deferral or extension

✓ List any original and/or related file numbers on the cover application

6 copies

DRB meetings are approximately 8 DAYS after the Tuesday noon filing deadline. Your attendance is required.

☐ VACATION OF PRIVATE EASEMENT (DRB26)

☐ VACATION OF RECORDED PLAT (DRB29)

The complete document which created the private easement/recorded plat (not to exceed 8.5" by 14")

Scale drawing showing the easement to be vacated (8.5" by 11")

Zone Atlas map with the entire property(ies) clearly outlined

Letter/documents briefly describing, explaining, and justifying the vacation

Letter of authorization from the grantors and the beneficiaries (private easement only)

Fee (see schedule)

List any original and/or related file numbers on the cover application

6 copies

Unless the vacation is shown on a DRB approved plat recorded by the County Clerk within one year, it will expire.

DRB meetings are approximately 8 DAYS after the Tuesday noon filing deadline. 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.

Hiram L. Crook

Applicant name (print)

Signature

1/23/2019

Applicant signature / date

Form revised 4/07

☐ Checklists complete

☐ Fees collected

☐ Case #s assigned

☐ Related #s listed

Application case numbers

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Planner signature / date

Project #

FORM S(2): SUBDIVISION - D.R.B. PUBLIC HEARING

A Bulk Land Variance requires application on FORM-V in addition to application for subdivision on FORM-S.

☒ MAJOR SUBDIVISION PRELIMINARY PLAT APPROVAL (DRB13)

- ☒ 5 Acres or more: Certificate of No Effect or Approval
- ☒ Proposed Preliminary Plat including the Grading Plan (folded to fit into an 8.5" by 14" pocket) 24 copies
- ☒ Proposed Infrastructure List
- ☒ Signed Preliminary Pre-Development Facilities Fee Agreement for Residential development only
- ☒ Design elevations & cross sections of perimeter walls 3 copies (11" x 17" maximum)
- ☒ Zone Atlas map with the entire property(ies) clearly outlined
- ☒ Letter briefly describing, explaining, and justifying the request
- ☒ Property owner's and City Surveyor's signature on the proposed plat
- ☒ FORM DRWS Drainage Report, Water & Sewer availability statement filing information
- ☒ Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
- ☒ Sign Posting Agreement
- ☒ Signed Pre-Annexation Agreement if Annexation required.
- ☒ TIS/AQIA Traffic Impact Study / Air Quality Impact Assessment form
- ☒ Fee (see schedule)
- ☒ List any original and/or related file numbers on the cover application

Preliminary plat approval expires after one year.  
DRB Public hearings are approximately 30 DAYS after the filing deadline. Your attendance is required.

☐ MAJOR SUBDIVISION AMENDMENT TO PRELIMINARY PLAT (DRB11) (with significant 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, and/or Infrastructure List, and/or Grading Plan (folded to fit into an 8.5" by 14" pocket) 24 copies
- ☐ Original Preliminary Plat, and/or Infrastructure List, and/or Grading Plan (folded to fit into an 8.5" by 14" pocket)
- ☐ Zone Atlas map with the entire property(ies) clearly outlined
- ☐ Letter briefly describing, explaining, and justifying the request
- ☐ Property owner's and City Surveyor's signature on the proposed amended plat, if applicable
- ☐ Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
- ☐ Sign Posting Agreement
- ☐ List any original and/or related file numbers are listed on the cover application

Amended preliminary plat approval expires after one year.  
DRB Public hearings are approximately 30 DAYS after the filing deadline. Your attendance is required.

☐ MAJOR SUBDIVISION IMPROVEMENTS AGREEMENT EXTENSION (DRB09)

(Temporary sidewalk deferral extension use FORM-V)

- ☐ Zone Atlas map with the entire property(ies) clearly outlined
- ☐ Letter briefly describing, explaining, and justifying the request
- ☐ Plat or plan reduced to 8.5" x 11"
- ☐ Official D.R.B. Notice of the original approval
- ☐ Approved Infrastructure List. If not applicable, please initial. \_\_\_\_\_
- ☐ Previous SIA extension notice, if one has been issued. If not applicable, please initial. \_\_\_\_\_
- ☐ Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
- ☐ Sign Posting Agreement
- ☐ List any original and/or related file numbers on the cover application
- ☐ Fee (see schedule)

DRB Public hearings are approximately 30 DAYS after the filing deadline. 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.

Hiram L. Creek  
Applicant name (print)  
[Signature] 1/23/2018  
Applicant signature / date



Form revised October 2007

- |  |                          |
|--|--------------------------|
| <input type="checkbox"/> Checklists complete | Application case numbers |
| <input type="checkbox"/> Fees collected      | _____                    |
| <input type="checkbox"/> Case #s assigned    | _____                    |
| <input type="checkbox"/> Related #s listed   | _____                    |

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