

HIGH MESA Consulting Group

2016.021.1

April 1, 2016

Jack Cloud
Planning Manager, DRB Chair
Planning Department
Development & Building Services Division
City of Albuquerque
600 Second Street, NW
Albuquerque, NM 87103

RE: Request for Major Subdivision Improvement Agreement 5th Extension
Tract C, U.N.M Lands West
DRB Project No. **1004913**

Dear Mr. Cloud:

Transmitted are the following items associated with the subject request:

- DRB Application, Supplemental Form S(2), along with related fees
- Explanation and Justification for request (below)
- City of Albuquerque Zone Atlas B-18-Z (with Site Highlighted)
- One (1) 8 ½ x 11 reduced copy of the Record Plat
- Original DRB Hearing Official Notice of Decision (June 21, 2006)
- Official DRB Notice of Decision for 1st Extension (March 11, 2009)
- Official DRB Notice of Decision for 2nd Extension (February 23, 2011)
- Official DRB Notice of Decision for 3rd Extension (March 20, 2013)
- Official DRB Notice of Decision for 4th Extension (March 25, 2015)
- Approved Infrastructure List
- Office of the Community & Neighborhood Coordination Request, **No Recognized Neighborhood Associations**

On behalf of our client, the Regents of University of New Mexico, we are requesting a two year extension for the Subdivision Improvement Agreement. Tract C is still being used by UNM as an interim parking facility. Permanent utilities and partial paving improvements (base course and bottom lift of pavement) are in place along the frontage of Tract C. We are requesting an extension of the deadline to complete the construction of the permanent paving improvements in the frontage of Tract C (pavement widening, surface lift of pavement, curb and gutter, and sidewalk). This extension will:

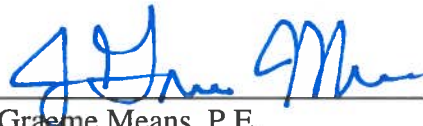
1. Prevent potential damage that could result from eventual construction on Tract C.
2. Allow for coordination for entrance location(s) and curb ramps that will serve the eventual development on Tract C.

Principals: Jeffrey G. Mortensen, P.E. • Charles G. Cala, Jr., P.S. • Juan M. Cala
Joseph M. Solomon, Jr., P.S. • J. Graeme Means, P.E. • Joseph E. Gonzales

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April 1, 2016
Page 2

Please schedule this matter for the next Appropriate DRB Hearing. If I can be of further assistance to you, please do not hesitate to call.

Sincerely,
HIGH MESA CONSULTING GROUP



J. Graeme Means, P.E.
Principal

GM:CLS
Enclosures

xc: Clay Gatewood UNM Real Estate Department
Bertha Gomez, UNM Real Estate Department



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

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 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): High Mesa Consulting Group PHONE: (505) 345-4250

ADDRESS: 6010-B Midway Park Blvd. NE FAX: (505) 345-4254

CITY: Albuquerque STATE NM ZIP 87109 E-MAIL: gmeans@highmesacg.com

APPLICANT: Regents of the University of New Mexico (Real Estate) PHONE: (505) 277-4620

ADDRESS: 2811 Campus Blvd. NE MSC06 3595 FAX: (505) 277-6290

CITY: Albuquerque STATE NM ZIP 87131 E-MAIL: _____

Proprietary interest in site: OWNER List all owners: _____

DESCRIPTION OF REQUEST: 4th Extension of Subdivision Improvement Agreement Procedure B

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. Tract C, U.N.M. Lands West Block: N/A Unit: N/A

Subdiv/Addn/TBKA: U.N.M. Lands West

Existing Zoning: C-3 Proposed zoning: N/A MRGCD Map No N/A

Zone Atlas page(s): J-15 UPC Code: 101505830733210108

CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX_, Z_, V_, S_, etc.): DRB Project No.

1004913, 06-DRB-00731, 06-DRB-00730, 07-DRB-00072, and 09-DRB-70059

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): +/- 3.1657

LOCATION OF PROPERTY BY STREETS: On or Near: 1151 Camino De Salud NE

Between: Interstate 25 and University Blvd. NE

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

SIGNATURE J. Graeme Means DATE 4/01/16

(Print Name) J. GRAEME MEANS, P.E. Applicant: ☐ Agent: ☒

FOR OFFICIAL USE ONLY

Revised: 11/2014

☐ INTERNAL ROUTING	Application case numbers	Action	S.F.	Fees
☐ 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				Total
☐ F.H.D.P. fee rebate				\$ _____

Hearing date _____

Project # _____

Staff signature & Date _____

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.

J. Graeme Means, P.E.
Applicant name (print)

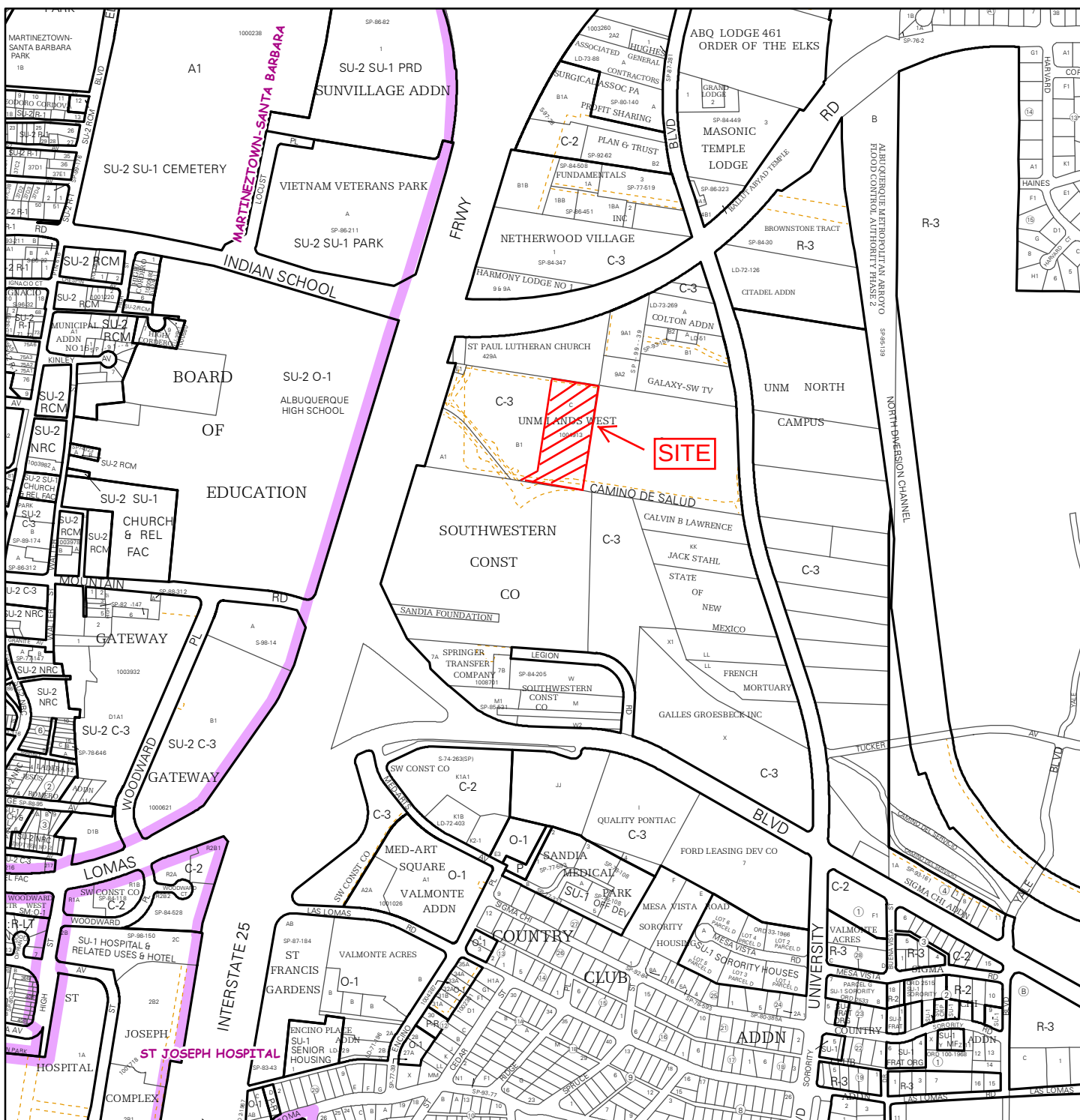
Applicant signature / date



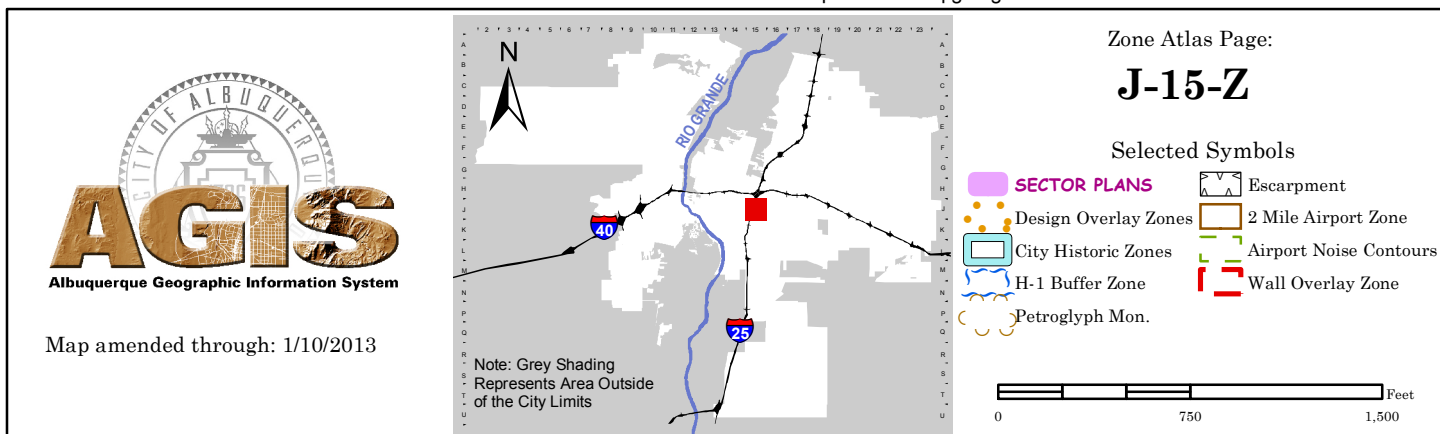
Form revised October 2007

- | | |
|--|--------------------------|
| ☐ Checklists complete | Application case numbers |
| ☐ Fees collected | _____ - _____ - _____ |
| ☐ Case #s assigned | _____ - _____ - _____ |
| ☐ Related #s listed | _____ - _____ - _____ |

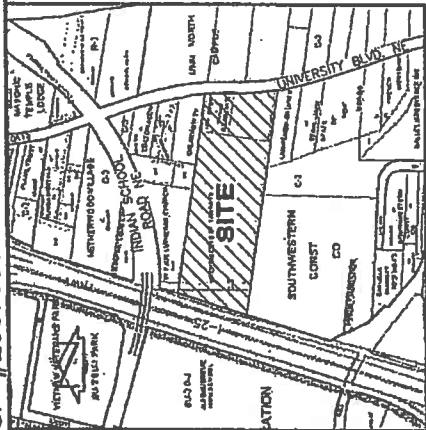
Planner signature / date
Project # _____



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



SP #2007030121

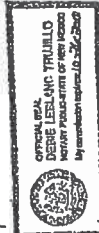


VICINITY MAP
SCALE: 1" = 750'

DEDICATION AND FREE CONSENT

The subdivision hereon is with the free consent and in accordance with the desires of the undersigned owner and does hereby grant the easements as shown, including the rights of ingress and egress and the right to trim interfering trees.

Kim D. Murphy
Kim D. Murphy, Director of Real Estate,
University of New Mexico



ACKNOWLEDGEMENT

STATE OF NEW MEXICO)
COUNTY OF BERNILLO) SS
This instrument was acknowledged before me on this 26th day of February, 2007, by Kim D. Murphy, Director of Real Estate,
University of New Mexico.
Debbie Leslar Trujillo
Notary Public

Feb. 26, 2007

Date

PLAT OF TRACTS A, B, C, D AND E, U.N.M. LANDS WEST ALBUQUERQUE, BERNILLO COUNTY, NEW MEXICO FEBRUARY, 2007

DESCRIPTION

A certain tract of land located within the Corporate Limits of the City of Albuquerque, Bernalillo County, New Mexico, comprising both platted and unplatted tracts of land situated within the Town of Albuquerque Grant, within projected Section 16, Township 10 North, Range 3 East, N.M.P.M., comprising an unplatted tract of land, known as Parcel A, described by Warranty Deed filed in the County Clerk of Bernalillo County, New Mexico, Book 3884-3988, Doc. # 95085286, August 24, 1995, Book 95-20, Pages 3984-3988, Doc. # 95085286, excepting therefrom that portion described by Quitclaim Deed filed in the Office of the County Clerk of Bernalillo County, New Mexico on July 20, 2000, Book A8, Page 216, Doc. # 2000070491, known as Parcel B-1; together with Parcel A, UNL Prop Associates, as the same is shown and designated on the plat filed in the Office of the County Clerk of Bernalillo County, New Mexico on August 24, 1995, Book 95-20, Pages 3984-3988, Doc. # 95085286, together with two unplatted tracts of land, known as Parcels 1 and 2, described by Warranty Deed filed in the Office of the County Clerk of Bernalillo County, New Mexico on April 23, 1992, Book 92-5, Pages 8361-8364, Doc. # 9237860 and being further described by Quitclaim Deed filed in the Office of the County Clerk of Bernalillo County, New Mexico on August 24, 1995, Book 95-20, Pages 3984-3988, Doc. # 95085286, and being more particularly described as follows:

Beginning at the northwest corner of the parcel herein described, being the point of intersection of said unplatted Parcel B, described by Warranty Deed filed August 24, 1995, north property line, with the east right-of-way line of Interstate Highway 25, 197' bearing S 91° 15' 00" E, distance 347.88 feet to the northeast corner of the parcel herein described, being the northeast corner of said unplatted Parcel B, also being the southeast property corner of an unplatted parcel known as Galaxy-SW TV (UPC #10150583734910110), and also being a point on the east right-of-way line of University Boulevard N.E., thence along an arc of a curve to the right with Delta = 01° 37' 13", R = 172.02 feet and L = 52.84 feet, (Chord Bearing = S 02° 35' 57" E, Chord Length = 52.84 feet) along the east right-of-way line of University Boulevard N.E., thence along said west right-of-way line to a point on the east property line of said unplatted Parcel 1, described by Warranty Deed filed April 23, 1992, thence along an arc of a curve to the left with Delta = 06° 14' 22", R = 1949.88 feet and L = 212.34 feet (Chord Bearing = S 05° 31' 31" E, Chord Length = 212.24 feet) along said west right-of-way line to the southeast corner of Parcel B, being the northeast property corner of an unplatted parcel known as Lands of Calvin B. Lawrence, described by Special Warranty Deed filed in the Office of the County Clerk of Bernalillo County, New Mexico on July 19, 1988, Book D338A, Pages 344-345, Doc. # 08864846 (UPC #101505836227610102); thence N 61° 13' 46" W a distance of 594.05 feet to an angle point on the south boundary of said unplatted Parcel B, being the southeast corner of said unplatted Lands of Calvin B. Lawrence, and also being the northeast property corner of Tract 2, Lands of Southwestern Construction Company as the same is shown and designated on the plat filed in the Office of the County Clerk of Bernalillo County, New Mexico on April 26, 1971, Book C7, Page 209, Central Portion of Tract 2, also being described by Special Warranty Deed filed in the Office of the County Clerk of Bernalillo County, New Mexico on November 14, 1980, Book 1084-69, Pages 252-257, Doc. # 198014281, together with the southeast corner of said unplatted Parcel B, described by Warranty Deed filed August 24, 1995, south property line, with the east right-of-way line of Interstate Highway 25, also being a point on the northerly property line of said Tract 2, Lands of Southwestern Construction Company; thence N 16° 53' 44" E a distance of 580.64 feet along said east right-of-way line to the point of beginning and containing 20,0570 acres more or less.

This is to certify that the above description was with full and correct knowledge of the undersigned, who is duly qualified to prepare and certify the same, and that the same is true and correct to the best of my knowledge and belief.

6-19-07

SURVEYORS CERTIFICATION

I, Charles G. Cala, Jr., New Mexico Professional Surveyor No. 11184, do hereby certify that this plat and the actual survey on the ground upon which it is based were performed by me or under my direct supervision; that the survey shows all easements made known to me by this owner, utility companies, or other parties expressing an interest that this survey complies with the minimum requirements for Monumentation and Surveys of the Albuquerque Subdivision Ordinances; that this survey meets the Minimum Standards for Surveying in New Mexico, and that it is true and correct to the best of my knowledge and belief.



Charles G. Cala, Jr.
Charles G. Cala, Jr., NMP# 11184

Date



JMA
JAMES M. ASSOCIATES, INC.
600 UNIVERSITY PARKWAY, N.E.
ALBUQUERQUE, NEW MEXICO 87109
ENGINEERS & SURVEYORS CSOS 345-4250
JOB #2005-170.7 FPM

PLAT OF

TRACTS A, B, C, D AND E, U.N.M. LANDS WEST

ALBUQUERQUE, BERNALILLO COUNTY, NEW MEXICO
FEBRUARY, 2007

COUNTY CLERK FILING DATA

Doc# 2007030121
 2007 FEB 28 10:48 AM
 ALBUQUERQUE COUNTY CLERK
 1000 1ST AVENUE, N.W.
 ALBUQUERQUE, NM 87102

KEYED NOTES

VACATED EASEMENTS

- ① 5' PNM AND UT&T COMPANY EASEMENT GRANTED BY DOCUMENT FILED 05-26-1967, BOOK MISC. 68, PAGE 137; VACATED BY 06089-00730 (DRB #1004913)
- ② 5' PNM AND UT&T COMPANY EASEMENT GRANTED BY DOCUMENT FILED 06-05-1967, BOOK MISC. 69, PAGE 845; VACATED BY 06089-00730 (DRB #1004913)

EXISTING EASEMENTS

- ③ 5' UT&T COMPANY R.O.W. EASEMENT GRANTED BY DOCUMENT FILED 03-16-1971, BOOK MISC. 208, PAGES 73-74, DOC. #16473
- ④ 5' PNM EASEMENT GRANTED BY DOCUMENT FILED 02-12-1960, BOOK D527, PAGE 23
- ⑤ 7' UT&T COMPANY R.O.W. EASEMENT GRANTED BY DOCUMENT FILED 03-16-1971, BOOK MISC. 208, PAGE 75
- ⑥ PUBLIC WATERLINE EASEMENT GRANTED BY DOCUMENT FILED 09-11-2002, BOOK A41, PAGE 4648, DOC. #2002114976
- ⑦ PUBLIC ROADWAY EASEMENT GRANTED BY DOCUMENT FILED 09-11-2002, BOOK A41, PAGE 4648, DOC. #2002114976
- ⑧ PUBLIC WATERLINE EASEMENT GRANTED BY DOCUMENT FILED 12-21-2004, BOOK A88, PAGE 7410, DOC. #2004177899

EXISTING EASEMENTS - OFFSITE

- ⑨ APPROXIMATE LOCATION OF 6'x8' SIDEWALK ACCESS EASEMENT GRANTED BY DOCUMENT FILED 03-20-1998, BOOK 9510, PAGE 560, DOC. #1998062146; DMEWAY IS CURRENTLY CLOSED
- ⑩ 25' CITY OF ALBUQUERQUE ROAD EASEMENT AS DEPICTED ON PLAT 03-180, ALSO DESCRIBED BY AMENDMENT TO LEASE EXECUTED ON 04-30-1971
- ⑪ APPROXIMATE LOCATION OF 10' PNM EASEMENT GRANTED BY DOCUMENT FILED 09-28-1958, BOOK D444, PAGE 132
- ⑫ NMSHTD EASEMENT GRANTED BY DOCUMENT FILED 08-25-2002, BOOK A37, PAGE 9956, DOC. #2002080162

MONUMENTS

- ⑬ FOUND REBAR W/ALUMINUM CAP STAMPED "NMSHTD", TAGGED W/WASHER STAMPED "NIPS 11184"
- ⑭ FOUND REBAR W/ALUMINUM CAP STAMPED "NMSHTD", 0.1' SOUTH OF PROPERTY LINE
- ⑮ FOUND #5 REBAR, BENT, 0.7' SOUTH OF PROPERTY LINE
- ⑯ FOUND CHISELED "x" IN CONCRETE SIDEWALK
- ⑰ FOUND MAG NAIL W/WASHER STAMPED "NIPS 11184" IN ASPHALT
- ⑱ FOUND REBAR W/CAP STAMPED "10464", TAGGED W/WASHER STAMPED "NIPS 11184"
- ⑲ FOUND REBAR W/ALUMINUM CAP STAMPED "NMLS 6261", TAGGED W/WASHER STAMPED "NIPS 11184"
- ⑳ SET #5 REBAR W/CAP STAMPED "NEW MEXICO PS 11184"

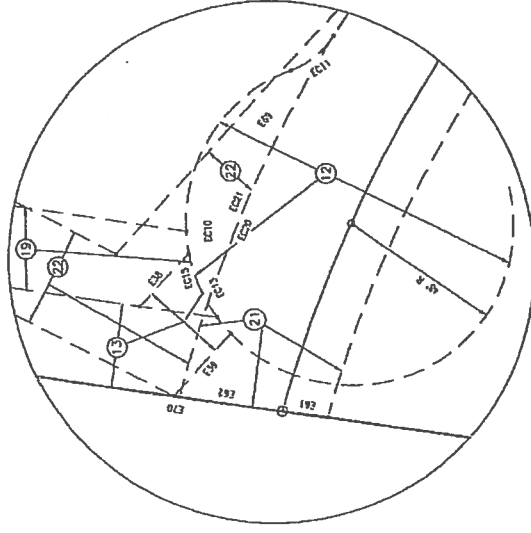
NEW EASEMENTS

- ⑬ PRIVATE ACCESS EASEMENT GRANTED BY THIS PLAT TO SERVE TRACTS A, B, C, D AND E, U.N.M. LANDS WEST, AND THE UNIVERSITY OF NEW MEXICO AND CITY OF ALBUQUERQUE. MAINTENANCE SHALL BE THE RESPONSIBILITY OF THE UNDERLYING PROPERTY OWNER. ALSO CITY OF ALBUQUERQUE PUBLIC STORM DRAINAGE EASEMENT GRANTED BY THIS PLAT.
- ⑭ CITY OF ALBUQUERQUE PUBLIC STORM DRAINAGE EASEMENT GRANTED BY THIS PLAT
- ⑮ CITY OF ALBUQUERQUE PUBLIC WATER METER EASEMENT GRANTED BY THIS PLAT
- ⑯ 10' PNM GAS SERVICES EASEMENT, ONLY, GRANTED BY THIS PLAT TO SERVE TRACTS B, C AND D, U.N.M. LANDS WEST
- ⑰ NON-SPECIFIC PRIVATE DRAINAGE EASEMENT GRANTED BY THIS PLAT TO SERVE TRACT D, MAINTENANCE SHALL BE THE RESPONSIBILITY OF THE OWNERS OF TRACT C.
- ⑱ NON-SPECIFIC PRIVATE DRAINAGE EASEMENT GRANTED BY THIS PLAT TO SERVE TRACTS C AND D, MAINTENANCE SHALL BE THE RESPONSIBILITY OF THE OWNERS OF TRACT B.
- ⑲ NON-SPECIFIC PRIVATE DRAINAGE EASEMENT GRANTED BY THIS PLAT TO SERVE TRACTS B, C AND D, MAINTENANCE SHALL BE THE RESPONSIBILITY OF THE OWNERS OF TRACT E.
- ⑳ PRIVATE VEHICULAR ACCESS EASEMENT GRANTED BY THIS PLAT TO SERVE TRACT E. MAINTENANCE SHALL BE THE RESPONSIBILITY OF THE OWNER OF TRACT B.
- ㉑ 12' PRIVATE UTILITY EASEMENT GRANTED BY THIS PLAT TO SERVE THE UNIVERSITY OF NEW MEXICO. MAINTENANCE SHALL BE THE RESPONSIBILITY OF THE UNIVERSITY OF NEW MEXICO.
- ㉒ CITY OF ALBUQUERQUE PUBLIC WATERLINE AND CITY OF ALBUQUERQUE PUBLIC SANITARY SEWER EASEMENT GRANTED BY THIS PLAT
- ㉓ CITY OF ALBUQUERQUE PUBLIC SANITARY SEWER EASEMENT GRANTED BY THIS PLAT
- ㉔ CITY OF ALBUQUERQUE PUBLIC WATERLINE EASEMENT GRANTED BY THIS PLAT
- ㉕ 5' DWEST TELECOMMUNICATIONS EASEMENT GRANTED BY THIS PLAT

NEW EASEMENTS - OFFSITE

- ㉖ PRIVATE ACCESS EASEMENT TO BE GRANTED BY SEPARATE EASEMENT DOCUMENT TO SERVE TRACTS A, B, C, D AND E. MAINTENANCE SHALL BE THE RESPONSIBILITY OF THE UNDERLYING PROPERTY OWNER. CITY OF ALBUQUERQUE PUBLIC STORM DRAINAGE, CITY OF ALBUQUERQUE PUBLIC SANITARY SEWER AND CITY OF ALBUQUERQUE PUBLIC WATERLINE EASEMENT TO BE GRANTED BY SEPARATE DOCUMENT.
- ㉗ CITY OF ALBUQUERQUE PUBLIC SANITARY SEWER EASEMENT TO BE GRANTED BY SEPARATE DOCUMENT.

EASEMENT DETAIL



JEFF MORTENSON & ASSOCIATES, INC.
 600-B MIDWAY PARK BLVD., N.E.
 ALBUQUERQUE, NM 87109
 ENGINEERS & SURVEYORS (CNS) 345-4250
 JOB #2005.170.7 FINAL

TRACTS A, B, C, D AND E, U.N.M. LANDS WEST

ALBUQUERQUE, BERNALILLO COUNTY, NEW MEXICO
FEBRUARY, 2007

UNPLATTED
TR. '429 A. ST. PAUL'S CHURCH

RECORDED BY DUD
FILED 02-10-1973
BK. 0-973, PG. 267
JUL 10 1973

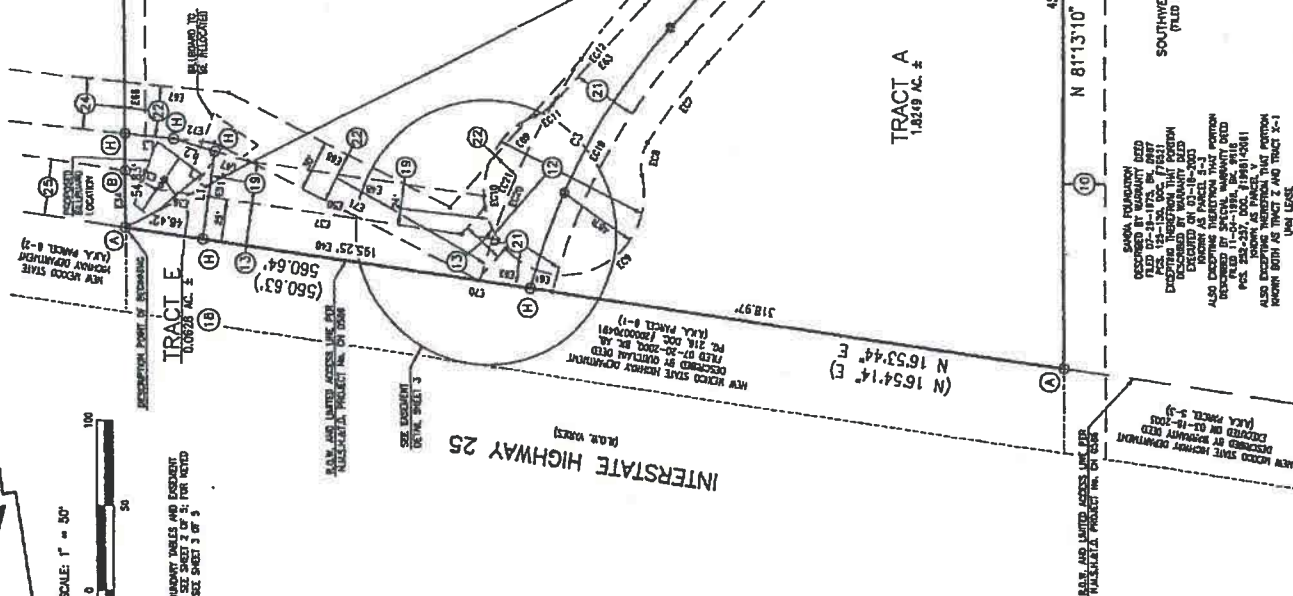
COUNTY CLERK FILING DATA

Dec# 2687003423



SCALE: 1" = 50'

NOTE: FOR BOUNDARY TABLES AND EXCESSIVE TABLES SEE SHEET 2 OF 5; FOR METHOD NOTES SEE SHEET 3 OF 5



MATCH LINE - FOR CONTINUATION SEE SHEET 5

TRACT C
3.1689 AC. ±
(16)
FORMER PARCEL 8
UNPLATTED LANDS OF U.N.M.
RECEIVED BY INDIAN BUREAU
OCT 21-11-1892, 67-13-AL
FOR, N.M. RES. L.A., 1892
RECEIVED BY INDIAN BUREAU
OCT 21-11-1892, 67-13-AL
FILED OCT 21-11-1892, 67-13-AL
FILED OCT 21-11-1892, 67-13-AL

TRACT B
5.0016 AC. ±
(17)

TRACT A
1.8249 AC. ±

N 81°13'10" W

WESTERN PORTION OF
TRACT Z, LANDS OF
SOUTHWESTERN CONSTRUCTION COMPANY
(FILED 04-28-1071, ASSESSMENT PLAT CT-008)

ALSO EXCEPTING THEREFROM THAT PORTION
DESCRIBED BY SPECIAL WARRANTY DEED
FILED 11-04-1998, BC, 9816
PDS 232-237, DOQ. #1998142081
KNOWN AS PARCEL V

NEW MEXICO STATE HIGHWAY DEPARTMENT
DIVISION OF HIGHWAY REPAIR
RECEIVED ON 03-16-2003
(FACA PAGE 5-3)

NEW MEXICO CENTRAL ZONE-JAN 1927
 U.S. STA. 8-115
 3586.527.95
 1.468.929.09
 CORRIGEND FACTOR=0.99867150
 DELTA ALPHA=-0013.04
 ELEVATION=5090.365 (NGVD 29)



JEFF MORTENSEN & ASSOCIATES, INC.
☐ 6010-B MIDWAY PARK BLVD. NE.
☐ ALBUQUERQUE ☐ NEW MEXICO 87109
☐ ENGINEERS ☐ SURVEYORS (505) 345-4250
 JOB #2005.170.7 FINAL



OFFICIAL NOTICE OF DECISION

CITY OF ALBUQUERQUE
PLANNING DEPARTMENT
DEVELOPMENT REVIEW BOARD

June 21, 2006

3. Project # 1004913

06DRB-00730 Major-Vacation of Public Easements
06DRB-00731 Minor-Sketch Plat or Plan

JEFF MORTENSEN & ASSOCIATES INC agent(s) for REGENTS OF THE UNIVERSITY OF NEW MEXICO (REAL ESTATE) request(s) the above action(s) for all or a portion of Parcel(s) 1, 2, A & B, UNPLATTED LANDS OF UNM (to be known as **TRACTS A, B, C, & D, UNM LANDS WEST**) zoned C-3, located on UNIVERSITY BLVD NE, between INDIAN SCHOOL RD NE and LOMAS BLVD NE containing approximately 20 acre(s). (J-15)

At the June 21, 2006, Development Review Board meeting, the vacation was approved as shown on Exhibit B in the Planning file, subject to these findings and conditions:

FINDINGS:

1. The public welfare is in no way served by retaining the rights-of-way and/or easements.
2. There is no convincing evidence that any substantial property right is being abridged against the will of the owner of the right.

CONDITIONS:

1. The vacated property shall be shown on a replat approved by the Development Review Board and the approved replat shall be filed for record with the Bernalillo County Clerk's Office within one year.

The above request was reviewed and comments were given.

If you wish to appeal this decision, you must do so by July 6, 2006, in the manner described below.

Appeal is to the Land Use Hearing Officer. Any person aggrieved with any determination of the Development Review Board may file an appeal on the Planning Department form, to the Planning Department, within 15 days of the Development Review Board's decision. The date the determination in question is issued is not included in the 15-day period for filing an appeal.



OFFICIAL NOTICE OF DECISION

PAGE 2

If the fifteenth day falls on a Saturday, Sunday or holiday as listed in the Merit System Ordinance, the next working day is considered as the deadline for filing the appeal. Such appeal shall be heard within 60 days of its filing.

You will receive notice if any other person files an appeal. Successful applicants are reminded that other requirements of the City must be complied with, even after approval of the referenced application(s).

Please note that the vacation of all plats, rights-of-way, and easements are void after one year from the final appeal date referenced above if all conditions are not met (The effective date of Development Review Board approval is the hearing date plus the 15-day appeal period.) (REF: Chapter 14 Article 14 Part 7-2 (E)(3)(6) Revised Ordinance.)

A handwritten signature in cursive script, appearing to read "Sheran Matson", is written over the typed name.

for Sheran Matson, AICP, DRB Chair

Cc: Regents of the University of New Mexico, Real Estate, 1712 Las Lomas NE, 87131

Jeff Mortensen & Associates Inc., 6010-B Midway Park Blvd NE, 87109

Marilyn Maldonado, Planning Department, 4th Floor, Plaza del Sol Bldg.

File



OFFICIAL NOTICE OF DECISION

CITY OF ALBUQUERQUE
PLANNING DEPARTMENT
DEVELOPMENT REVIEW BOARD

February 23, 2011

Project# 1004913

11DRB-70021 MAJOR - 2 YEAR EXTENSION OF SUBDIVISION
IMPROVEMENTS AGREEMENT (2YR SIA)

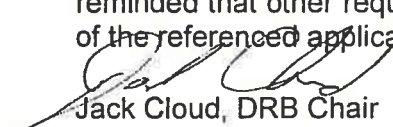
HIGH MESA CONSULTING GROUP agent(s) for THE UNIVERSITY OF NEW MEXICO request(s) the referenced/ above action(s) for all or a portion of Tract(s) C, **UNM LANDS WEST**, zoned C-3, located on CAMINO DE SALUDE NE between INTERSTATE 25 and UNIVERSITY BLVD NE containing approximately 3.1657 acre(s). (J-15)

At the February 23, 2011 Development Review Board meeting, a two year extension of the Subdivision Improvements Agreement was approved.

Appeal is to the Land Use Hearing Officer. Any person aggrieved with any determination of the Development Review Board may file an appeal on the Planning Department form, to the Planning Department, within 15 days of the Development Review Board's decision. The date the determination in question is issued is not included in the 15-day period for filing an appeal.

If the fifteenth day falls on a Saturday, Sunday or holiday as listed in the Merit System Ordinance, the next working day is considered as the deadline for filing the appeal. Such appeal shall be heard within 60 days of its filing.

You will receive notice if any other person files an appeal. Successful applicants are reminded that other requirements of the City must be complied with, even after approval of the referenced application(s).


Jack Cloud, DRB Chair

Cc: High Mesa Consulting Group – 6010-B Midway Park Blvd. NE – Albuquerque, NM 87109

Cc: Regents of the University of New Mexico (Real Estate) – 2811 Campus Blvd. NE MSC06 3595 – Albuquerque, NM 87131-0001

Marilyn Maldonado
File



OFFICIAL NOTICE OF DECISION

CITY OF ALBUQUERQUE
PLANNING DEPARTMENT
DEVELOPMENT REVIEW BOARD

March 11, 2009

Project# 1004913

09DRB-70059 MAJOR – 2 YEAR EXTENSION OF SUBDIVISION
IMPROVEMENTS AGREEMENT

HIGH MESA CONSULTING GROUP agent(s) for THE UNIVERSITY OF NEW MEXICO request(s) the referenced/ above action(s) for all or a portion of Tract(s) A-D, UNM LANDS WEST zoned C-3, located on CAMINO DEL SALUD NE between I-25 and UNIVERSITY BLVD NE containing approximately 3.1657 acre(s). (J-15)

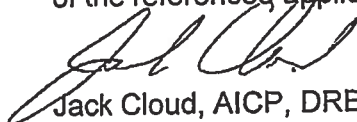
At the March 11, 2009 Development Review Board meeting, the 2 year extension of the Subdivision Improvements Agreement was approved.

If you wish to appeal this decision, you must do so by March 26, 2009, in the manner described below.

Appeal is to the Land Use Hearing Officer. Any person aggrieved with any determination of the Development Review Board may file an appeal on the Planning Department form, to the Planning Department, within 15 days of the Development Review Board's decision. The date the determination in question is issued is not included in the 15-day period for filing an appeal.

If the fifteenth day falls on a Saturday, Sunday or holiday as listed in the Merit System Ordinance, the next working day is considered as the deadline for filing the appeal. Such appeal shall be heard within 60 days of its filing.

You will receive notice if any other person files an appeal. Successful applicants are reminded that other requirements of the City must be complied with, even after approval of the referenced application(s).


Jack Cloud, AICP, DRB Chair

Cc: Bohannon Huston, Inc. – 7500 Jefferson NE – Albuquerque, NM 87109
Cc: State of NM, Property Control Division – 1100 St. Francis Dr. – Santa Fe NM 87502
Cc: Sara Koplik – 1126 Stanford NE – 87106
Marilyn Maldonado
File



OFFICIAL NOTICE OF DECISION

CITY OF ALBUQUERQUE
PLANNING DEPARTMENT
DEVELOPMENT REVIEW BOARD

March 20, 2013

Project# 1004913

13DRB-70456 MAJOR - 2YR SUBDIVISION IMPROVEMENTS AGREEMENT
EXTENSION (2YR SIA)

HIGH MESA CONSULTING GROUP agent(s) for THE UNIVERSITY OF NEW MEXICO request(s) the referenced/ above action(s) for all or a portion of Tract(s) C, **UNM LANDS WEST** zoned C-3, located on CAMINO DE SALUD NE between I-25 and UNIVERSITY BLVD NE containing approximately 3.1657 acre(s). (J-15)

At the March 20, 2013 Development Review Board meeting, a two year extension of the Subdivision Improvements Agreement was approved.

If you wish to appeal this decision, you must do so by April 4, 2013 in the manner described below.

Appeal is to the Land Use Hearing Officer. Any person aggrieved with any determination of the Development Review Board may file an appeal on the Planning Department form, to the Planning Department, within 15 days of the Development Review Board's decision. The date the determination in question is issued is not included in the 15-day period for filing an appeal.

If the fifteenth day falls on a Saturday, Sunday or holiday as listed in the Merit System Ordinance, the next working day is considered as the deadline for filing the appeal. Such appeal shall be heard within 60 days of its filing.

You will receive notice if any other person files an appeal. Successful applicants are reminded that other requirements of the City must be complied with, even after approval of the referenced application(s).



Jack Cloud, DRB Chair

Cc: HIGH MESA CONSULTING GROUP
Marilyn Maldonado
File



OFFICIAL NOTICE OF DECISION

CITY OF ALBUQUERQUE
PLANNING DEPARTMENT
DEVELOPMENT REVIEW BOARD

March 25, 2015

Project# 1004913

15DRB-70085 MAJOR - 2YR SUBDIVISION IMPROVEMENTS AGREEMENT
EXTENSION (2YR SIA)

HIGH MESA CONSULTING GROUP agents for THE UNIVERSITY OF NEW MEXICO request the referenced/ above action for all or a portion of Tract C, **UNM LANDS WEST** zoned C-3, located on CAMINO DE SALUD NE between I-25 and UNIVERSITY BLVD NE containing approximately 3.1657 acres. (J-15)

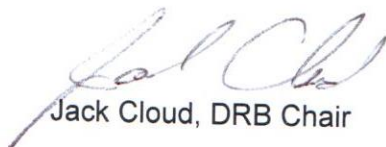
At the March 25, 2015 Development Review Board meeting, a one year extension of the Subdivision Improvements Agreement was approved.

If you wish to appeal this decision, you must do so by April 9, 2015, in the manner described below.

Appeal is to the Land Use Hearing Officer. Any person aggrieved with any determination of the Development Review Board may file an appeal on the Planning Department form, to the Planning Department, within 15 days of the Development Review Board's decision. The date the determination in question is issued is not included in the 15-day period for filing an appeal.

If the fifteenth day falls on a Saturday, Sunday or holiday as listed in the Merit System Ordinance, the next working day is considered as the deadline for filing the appeal. Such appeal shall be heard within 60 days of its filing.

You will receive notice if any other person files an appeal. Successful applicants are reminded that other requirements of the City must be complied with, even after approval of the referenced application(s).



Jack Cloud, DRB Chair

Current DRC
Project Number: 670183

FIGURE 12

INFRASTRUCTURE LIST

(Rev. 9-20-09)

EXHIBIT "A"

TO SUBDIVISION IMPROVEMENTS AGREEMENT
DEVELOPMENT REVIEW BOARD (D.R.B.) REQUIRED INFRASTRUCTURE LIST

ORIGINAL

Date Submitted: 11/11/11
Date Site Plan Approved: N/A
Date Preliminary Plat Approved: 1-31-07
Date Preliminary Plat Expires: 1-31-08
DRB Project No.: 1004913
DRB Application No.: 07-00072
02-02-2007

Tracts A, B, C, D and E, U.N.M. Lands West

PROPOSED NAME OF PLAT AND/OR DEVELOPMENT: ~~PARCELS 1, 2, A AND B, UNPLATTED LANDS OF U.N.M.~~

EXISTING LEGAL DESCRIPTION PRIOR TO PLATTING ACTION
Parcels 1, 2, A and B, Unplatted Lands of U.N.M.

Following is a summary of PUBLIC/PRIVATE Infrastructure required to be constructed or financially guaranteed for the above development. This listing is not necessarily a complete listing. During the SIA process and/or in the review of the construction drawings, if the DRC Chair determines that appurtenant items and/or unforeseen items have not been included in the infrastructure listing, the DRC Chair may include those items in the listing and related financial guarantee. Likewise, if the DRC Chair determines that appurtenant or non-essential items can be deleted from the listing, those items may be deleted as well as the related portions of the financial guarantees. All such revisions require approval by the DRC Chair, the User Department and agent/owner. If such approvals are obtained, those revisions to the listing will be incorporated administratively. In addition, any unforeseen items which arise during construction which are necessary to complete the project and which normally are the Subdivider's responsibility will be required as a condition of project acceptance and close out by the City.

Financially Guaranteed DRC #	Constructed Under DRC #	Size	Type of Improvement	Location	From	To	Construction Certification		
							Inspector	P.E.	City Cnst Engineer
670181	670181	10"	Public Water line	Camino De Salud	University Blvd NE	420' W. of University Blvd. NE centerline	/	/	/
670181	670181	12'	Decal Lane w/STD Curb & Gutter and arterial asphalt pavement	University Blvd. NE	South bound lanes	Camino De Salud	/	/	/
670181	670181	12'	Left Turnbay w/ Median Curb & Gutter and arterial asphalt pavement	University Blvd. NE	North bound lanes	Camino De Salud	/	/	/
670181	870181	40' (FF)	Collector pavement	Camino De Salud	University Blvd. NE	420' W. of University Blvd. NE centerline	/	/	/
670181	670181	N/A	STD Curb & Gutter (both sides)	Camino De Salud	University Blvd. NE	420' W. of University Blvd. NE centerline	/	/	/
670181	670181	6'	Sidewalk (North side only)	Camino De Salud	University Blvd. NE	420' W. of University Blvd. NE centerline	/	/	/
670182	670182	10"	Public Water line	Camino De Salud	W. end of 670181	SW corner of Tract D	/	/	/
670182	670182	30' (EA-EA)	Temporary asphalt pavement (2" asphalt over 6" gravel base course)	Camino De Salud	W. end of 670181	SW corner of Tract D	/	/	/
670183		78"	Public Storm Drain	I-25 E. Frontage Road R.O.W.	NMDOT inlet structure	NW Corner of Tract B	/	/	/
670183		78"	Public Storm Drain	Public Storm Drain Easement	NW Corner of Tract B	Private Road A	/	/	/
670183		60"	Public Storm Drain	Private Road A	End of 78" Storm Drain	Existing 48" Storm Drain @ SE Corner of Tract A	/	/	/
670183		10"	Public Sanitary Sewer	Public Sanitary Sewer Easement	Existing Sanitary Sewer MH # 341	Private Road A	/	/	/

Financially Guaranteed DRC #	Constructed Under DRC #	Size	Type of Improvement	Location	From	To	Construction Certification		
							Inspector	P.E.	City Const Engineer
670183		8"	Public Sanitary Sewer	Private Road A	1-25 E. Frontage	Camino De Salud	/	/	/
670183		8"	Public Sanitary Sewer	Camino De Salud	Private Road A	SW Corner of Tract D	/	/	/
870183		10"	Public Water line	Camino De Salud	SE Corner of Tract C	Private Road A Intersection	/	/	/
670183		10"	Public Water line	Private Road A	Camino De Salud	East PC in South property line Tract B	/	/	/
670183		40" R	Cul de Sac w/ Curb and Gutter	SW Corner of Tract B			/	/	/
670183		32" (FF)	Collector Pavement	Private Road A	Cul de Sac at S/W Cor of Tract B	Camino De Salud	/	/	/
670183		N/A	Standard Curb and Gutter (Both Sides)	Private Road A	Cul de Sac at S/W Cor of Tract B	Camino De Salud	/	/	/
670183		30" (EA-EA)	Temporary asphalt pavement (2 1/2" AC over 6" gravel base course)	Camino De Salud	SE Corner of Tract C	Private Road A Intersection	/	/	/
670183		6"	Sidewalk (North Side only) RESERVED 02-02-2007	Private Road A	S/W Cor of Tract B	Camino De Salud	/	/	/
670183		24"	Residential (Private) Paving RESERVED 02-02-2007	Private Access Easement	Private Road A	Tract E	/	/	/
670184		8"	Public Sanitary Sewer	Camino De Salud	SW Corner of Tract D	200' East of SW Corner of Tract D	/	/	/
670184		N/A	Curb and Gutter (Both Sides)	Camino De Salud	West end of CPN 670181	SW Corner of Tract D	/	/	/
670184		40" (FF)	Collector Pavement	Camino De Salud	West end of CPN 670181	SW Corner of Tract D	/	/	/
670184		6"	Sidewalk (North Side only)	Camino De Salud	West end of CPN 670181	SW Corner of Tract D	/	/	/
670185		N/A	Curb and Gutter (Both Sides)	Camino De Salud	S/W Corner of Tract D	Private Road A Intersection	/	/	/
670185		40" (FF)	Collector Pavement	Camino De Salud	S/W Corner of Tract D	Private Road A Intersection	/	/	/
670185		6"	Sidewalk (North Side only)	Camino De Salud	Private Road A Intersection	SW Corner of Tract D	/	/	/

The items listed below are on the CCIP and approved for Impact Fee credits. Signatures from the Impact Fee Administrator and the City User Department is required prior to DRB approval of this listing. The items listed below are subject to the standard SIA requirements.

Financially Guaranteed DRC #	Constructed Under DRC #	Size	Type of Improvement	Location	From	To	Construction Certification		
							Inspector	P.E.	City Crst Engineer
							/	/	/
							/	/	/

NOTES

If the site is located in a floodplain, then the financial guarantee will not be released until the LOMR is approved by FEMA.

Street lights per City requirements.

CPN 670181 Completed and Accepted by City Engineer on September 23, 2003. Financial Guaranty not required

1

2

3

CPN 670182 Completed and Accepted by City Engineer on May 12, 2005. Financial Guaranty not required

AGENT / OWNER

Jeffrey G. Mortensen, PE
NAME (print)

FIRM
Jeff Mortensen & Associates, Inc.

SIGNATURE - date
01-18-2007

DRB CHAIR - date
01-31-2007

TRANSPORTATION DEVELOPMENT - date
1-31-07

UTILITY DEVELOPMENT - date
1/31/07

CITY ENGINEER - date
1/31/07

AMAFCA - date

PARKS & RECREATION - date
Christina Sandoval 1/3/07

DESIGN REVIEW COMMITTEE REVISIONS

REVISION	DATE	DRC CHAIR	USER DEPARTMENT	AGENT / OWNER
1	02-02-2007			

Project No. 670185Date: 01/31/2007

Sheet 2 of 5

6. ITEM NO.	7. SHORT DESCRIPTION	8. EST. UNIT PRICE	9. EST. QTY	10. EST. AMOUNT	11. AS-BUILT QTY	12. AS-BUILT AMOUNT
19.010	Traffic Cont & Barr, per LS	\$ 7,500.00	1	\$ 7,500.00		
301.010	Grading, <2, per SY	\$ 3.18	750	\$ 2,385.00		
301.020	Subgrade Prep, 12", per SY	\$ 2.70	750	\$ 2,025.00		
302.010	ABS, 6", per SY	\$ 9.74	220	\$ 2,142.80		
336.032	Art Asp Conc, Type B, 1-1/2", M, per SY	\$ 9.80	1,550	\$ 15,190.00		
336.036	Art Asp Conc, Type A, 2-1/2", M, per SY	\$ 10.80	220	\$ 2,376.00		
336.120	TK CT, per SY	\$ 0.39	1,550	\$ 604.50		
340.010	Sidewalk, 4", PCC, per SY	\$ 25.00	220	\$ 5,500.00		
340.050	C&G, STD, PCC, per LF	\$ 23.18	705	\$ 16,341.90		
343.140	Saw AC Pvmnt, <6", per LF	\$ 2.28	120	\$ 273.60		
441.001	REF Plas MRK 4", per LF	\$ 2.16	330	\$ 712.80		
Subtotal				\$ 55,431.67		

FINANCIAL GUARANTY AMOUNT

02/09/2007

Type of Estimate: SIA Procedure - B - w/F.G.

Project Description:

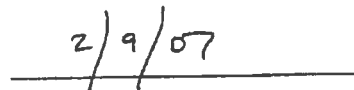
Project ID #: 670185, NM Tri-Labs, Phase/Unit #: 1

Requested By: Jeff Mortensen, P.E. - Jeff Mortensen & Assoc

Approved estimate amount:		\$55,432.00
Contingency Amount:	10.00%	\$5,543.20
Subtotal:		\$60,975.20
NMGRT	6.875%	\$4,192.05
Subtotal:		\$65,167.25
Engineering Fee	6.60%	\$4,301.04
Testing Fee	2.00%	\$1,303.34
Subtotal:		\$70,771.63
FINANCIAL GUARANTY RATE		1.25
Retainage Amount:		\$0.00
TOTAL FINANCIAL GUARANTY REQUIRED		<u>\$88,464.54</u>

APPROVAL:

DATE:



Notes: If site is located in a floodplain, no ROFG until LOMR is approved by FEMA



DEVELOPER INQUIRY SHEET

**To obtain NA/HOA Contact Information for
Application Submittal to the Planning Department.**

The Office of Neighborhood Coordination (ONC) located in Room 440 (4th floor) of the Plaza Del Sol Building, 600 Second Street NW is where you obtain neighborhood and homeowner association information for your planning submittal.

You can submit your *Developer Inquiry Sheet* in the following ways: 1) In person at the address listed above; 2) Fax it to (505) 924-3913; or 3) E-mail it with the zone map to BOTH: Stephani Winklepleck at swinklepleck@cabq.gov and Dalaina Carmona at dlcarmona@cabq.gov.

ONC will need the following information BEFORE any neighborhood or homeowner association information is released you. If you have questions, please feel free to contact our office at (505) 924-3914.

Zone map and this Developer Inquiry Sheet MUST be provided with request

Please mark zone map to indicate where the property is located

Developer Inquiry is for the following (mark the one that applies):

Cell Tower Submittal: ☐ Free-Standing Tower -OR- ☐ Concealed Tower

☐ EPC Submittal ☐ DRB Submittal ☐ LUCC Submittal ☐ Liquor Submittal

☐ AA Submittal ☐ City Project Submittal ☐ ZHE Submittal (need address/zone map # only)

Contact Name: _____

Company Name: _____

Address/Zip: _____

Phone: _____ Fax: _____ E-mail: _____

Legal Description Information

Describe the legal description of the subject site for this project below:

(i.e., Lot A, Block A, of the XYZ Subdivision)

Located On _____
street name (ex. - 123 Main St. NW) or other identifying landmark

Between _____ and _____
street name or other identifying landmark

street name or other identifying landmark

The site is located on the following zone atlas page (_____).



City of Albuquerque

P.O. Box 1293, Albuquerque, NM 87103

PLEASE NOTE: The Neighborhood Association information listed in this letter is valid for one (1) month. If you haven't filed your application within one (1) month of the date of this letter - you will need to get an updated letter from our office. It is your responsibility to provide current information - outdated information may result in a deferral of your case.

March 30, 2016

Planning Department
Plaza Del Sol Building
600 Second St. NW
Second Floor (924-3860)

This letter will serve to notify you that on **March 30, 2016:**

Contact Name: J. GRAEME MEANS, P.E.

Company or Agency: HIGH MESA CONSULTING GROUP
6010-B MIDWAY PARK BLVD. NE/87109
PHONE: 505-345-5250 / FAX: 505-345-5254
E-MAIL: GMEANS@HIGHMESACG.COM

contacted the Office of Neighborhood Coordination requesting the contact names **ALL Neighborhood and/or Homeowners Associations** who would be affected under the provisions of O-92 by your proposed project at **(DRB SUBMITTAL) TRACT C, UNM, LANDS WEST LOCATED ON 1151 CAMINO DE SALUD NE BETWEEN INTERSTATE 15 AND UNIVERSITY BLVD. NE** zone map J-15.

Our records indicate that as of March 30, 2016, there were no Neighborhood and/or Homeowner Associations in this area.

If you have any questions about the information provided, please contact me at (505) 924-3902 or via an e-mail message at dlcarmona@cabq.gov or by fax at (505) 924-3913.

Sincerely,

Dalaina L. Carmona

Senior Administrative Assistant
OFFICE OF NEIGHBORHOOD COORDINATION
PLANNING DEPARTMENT

Planningnnona/hoaform(02/18/13)

!!!Notice to Applicants!!!

SUGGESTED INFORMATION FOR NEIGHBORHOOD NOTIFICATION LETTERS

Applicants for Zone Change, Site Plan, Sector Development Plan approval or an amendment to a Sector Development Plan by the EPC, DRB, etc. are required under Council Bill O-92 to notify all affected recognized neighborhood associations **PRIOR TO FILING THE APPLICATION TO THE PLANNING DEPARTMENT**. Because the purpose of the notification is to ensure communication as a means of identifying and resolving problems early, it is essential that the notification be fully informative.

WE RECOMMEND THAT THE NOTIFICATION LETTER INCLUDE THE FOLLOWING INFORMATION:

1. The street address of the subject property.
2. The legal description of the property, including lot or tract number (if any), block number (if any), and name of the subdivision.
3. A physical description of the location, referenced to streets and existing land uses.
4. A complete description of the actions requested of the EPC:
 - a) If a **ZONE CHANGE OR ANNEXATION**, the name of the existing zone category and primary uses and the name of the proposed category and primary uses (i.e., "from the R-T Townhouse zone, to the C-2 Community Commercial zone").
 - b) If a **SITE DEVELOPMENT OR MASTER DEVELOPMENT PLAN** approval or amendment describe the physical nature of the proposal (i.e., "an amendment to the approved plan to allow a drive-through restaurant to be located just east of the main shopping center entrance off Montgomery Blvd.").
 - c) If a **SECTOR DEVELOPMENT PLAN OR PLAN AMENDMENT** a general description of the plan area, plan concept, the mix of zoning and land use categories proposed and description of major features such as location of significant shopping centers, employment centers, parks and other public facilities.
 - d) The name, address and telephone number of the applicant and of the agent (if any). In particular the name of an individual contact person will be helpful so that neighborhood associations may contact someone with questions or comments.

Information from the Office of Neighborhood Coordination

The following information should always be in each application packet that you submit for an EPC or DRB application. Listed below is a "Checklist" of the items needed.

- ☒ [X] **ONC's "Official" Letter to the applicant (*if there are associations*). A copy must be submitted with application packet -OR-**
- ☒ [X] **The ONC "Official" Letter (*if there are no associations*). A copy must be submitted with application packet.**
- ☐ [] Copies of Letters to Neighborhood Associations (*if there are associations*). A copy must be submitted with application packet.
- ☐ [] Copies of the certified receipts to Neighborhood Associations (*if there are associations*). A copy must be submitted with application packet.

Just a reminder - Our ONC "Official" Letter is only valid for a one (1) month period and if you haven't submitted your application by this date, you will need to get an updated letter from our office.

Any questions, please feel free to contact Dalaina at 924-3906 or via an e-mail message at dlcarmona@cabq.gov.

Thank you for your cooperation on this matter.

(below this line for ONC use only)

Date of Inquiry: **3/30/16** Time Entered: **11:03 a.m.** ONC Rep. Initials: **DC**