

City of Albuquerque



DEVELOPMENT/ PLAN REVIEW APPLICATION

Supplemental form

SUBDIVISION

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

SITE DEVELOPMENT PLAN

- for Subdivision
- for Building Permit
- Administrative Amendment (AA)
- IP Master Development Plan
- Cert. of Appropriateness (LUCC)

STORM DRAINAGE (Form D)

- Storm Drainage Cost Allocation Plan

S Z ZONING & PLANNING

- Annexation
- County Submittal
- EPC Submittal
- Zone Map Amendment (Establish or Change Zoning)
- Sector Plan (Phase I, II, III)
- Amendment to Sector, Area, Facility or Comprehensive Plan
- Text Amendment (Zoning Code/Sub Regs)
- Street Name Change (Local & Collector)
- L A APPEAL / PROTEST of...**
 - Decision by: DRB, EPC, LUCC, Planning Director or Staff, ZHE, Zoning Board of Appeals

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): Hilltop Landscaping PHONE: 898-9690
 ADDRESS: 7409 Edith NE FAX: 898-7737
 CITY: Albuquerque STATE NM ZIP 87113 E-MAIL: mlebus@hilltoplandscaping.com

APPLICANT: Schott Solar PHONE: _____
 ADDRESS: 5201 Hawking Dr. SE FAX: _____
 CITY: Albuquerque STATE NM ZIP 87106 E-MAIL: _____

Proprietary interest in site: _____ List all owners: _____

DESCRIPTION OF REQUEST: Change site plan to include street sign + change landscaping at that location.

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. _____ Block: _____ Unit: _____
 Subdiv/Addn/TBKA: Mesa del Sol Innovation Park
 Existing Zoning: _____ Proposed zoning: _____ MRGCD Map No _____
 Zone Atlas page(s): Q-16 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.):
09AA-10019

CASE INFORMATION:

Within city limits? Yes Within 1000FT of a landfill? No
 No. of existing lots: _____ No. of proposed lots: _____ Total area of site (acres): 49.96
 LOCATION OF PROPERTY BY STREETS: On or Near: Hawking SE
 Between: Crick SE and Watson SE

Check-off if project was previously reviewed by Sketch Plat/Plan , or Pre-application Review Team , Date of review: _____

SIGNATURE Mary LeBus DATE 9/2/09
 (Print) Mary LeBus Applicant: Agent:

FOR OFFICIAL USE ONLY

Form revised 4/07

	Application case numbers	Action	S.F.	Fees
<input type="checkbox"/> INTERNAL ROUTING				
<input checked="" type="checkbox"/> All checklists are complete	<u>09AA</u>	<u>ASBP</u>	<u>2(A)</u>	<u>\$ 45.00</u>
<input checked="" type="checkbox"/> All fees have been collected	<u>10141</u>			\$
<input checked="" type="checkbox"/> All case #s are assigned				\$
<input checked="" type="checkbox"/> AGIS copy has been sent				\$
<input checked="" type="checkbox"/> Case history #s are listed				\$
<input checked="" type="checkbox"/> Site is within 1000ft of a landfill				\$
<input checked="" type="checkbox"/> F.H.D.P. density bonus				\$
<input checked="" type="checkbox"/> F.H.D.P. fee rebate				\$
				Total
				<u>\$ 45.00</u>

Hearing date N/A

Sandy Handley 09/15/09
 Planner signature / date

Project # 1006201

SCHOTT
solar

SCHOTT Solar, Inc.

5201 Hawking Dr., SE
Albuquerque, NM 87106

Phone: (505) 212-8500
Telefax: (505) 212-8585
Website: www.us.schott.com/solar

August 31, 2009

City of Albuquerque
Planning Department
600 2nd St. NW
Albuquerque, NM 87103

Re: Free-Standing Sign for Schott Solar

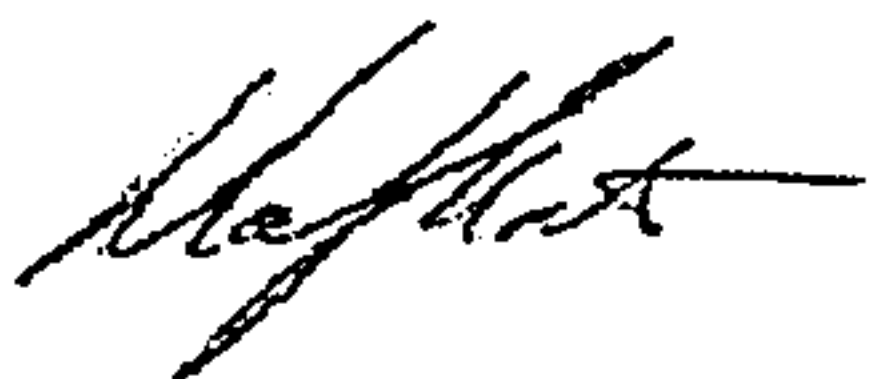
To whom it may concern:

The proposed Schott Solar freestanding sign has been reviewed against the design standards for Mesa del Sol.

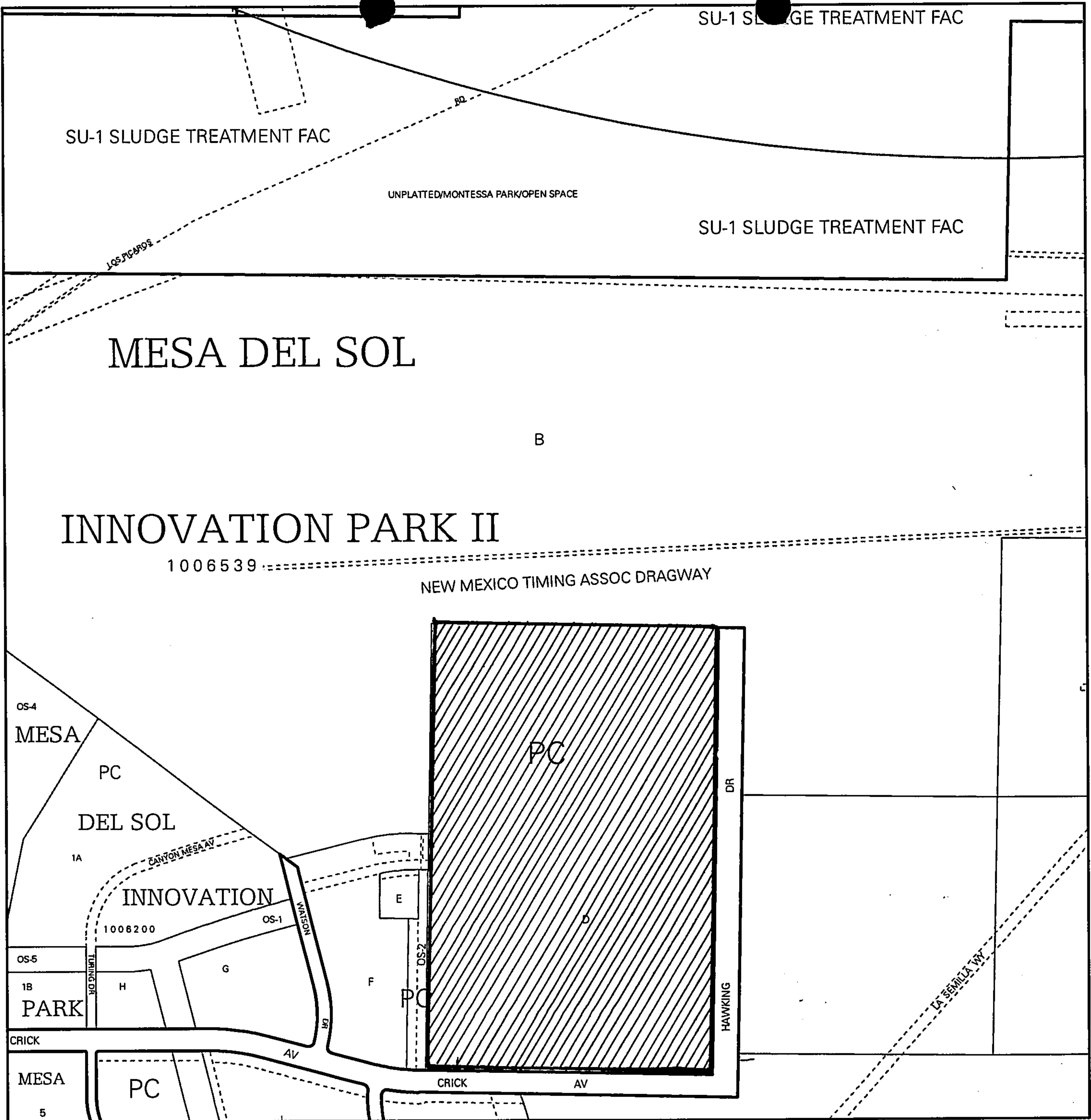
To meet these standards, the sign is to be limited to a single 10' tall and 100 sq. ft. of face area.

The proposed sign is 9'10" tall and 38.5 sq. ft. of face area, and therefore falls within the allowable limits.

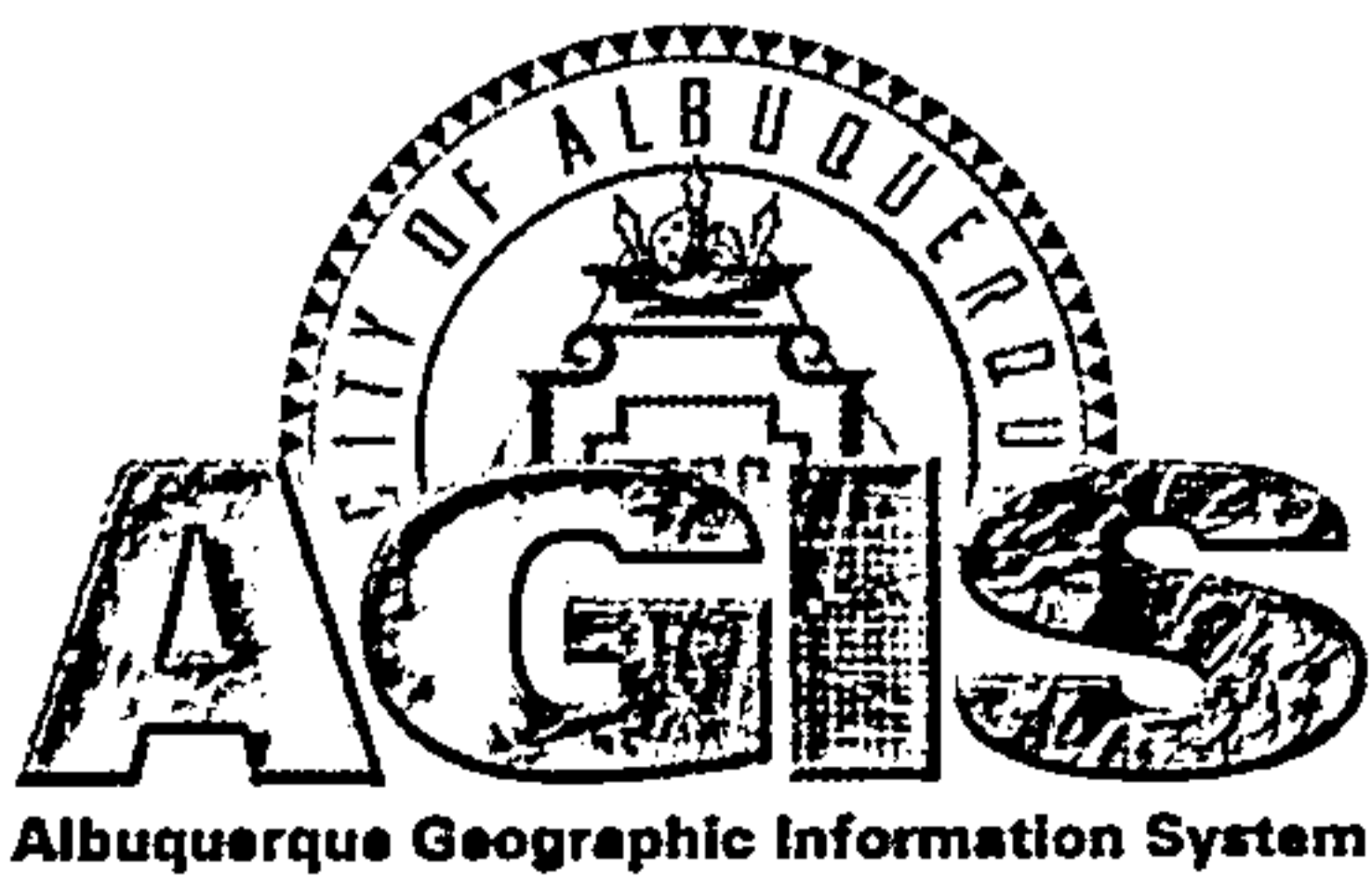
Sincerely,



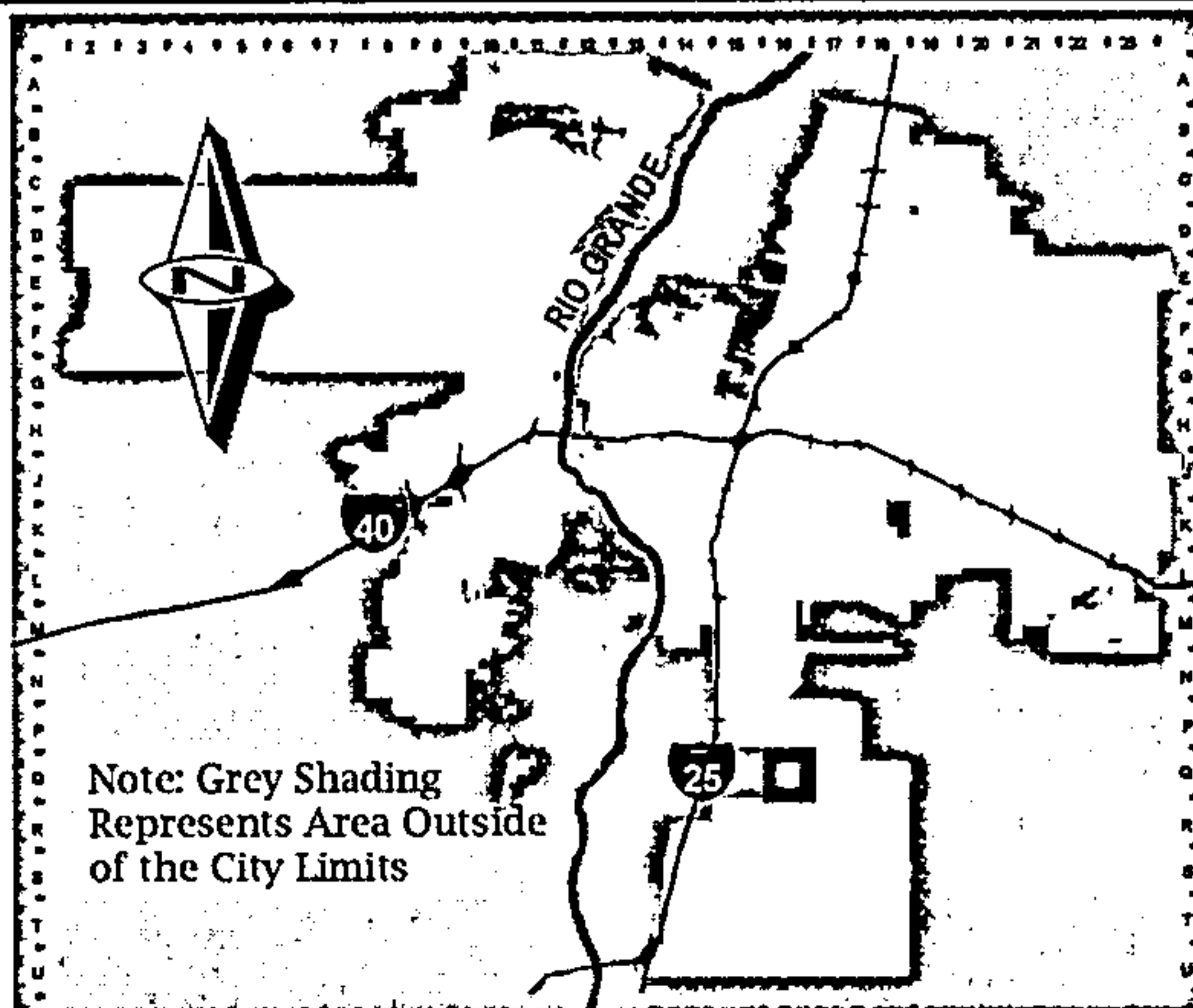
Marc Ghattas, CCM
Project Manager



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



Map amended through: 3/10/2009

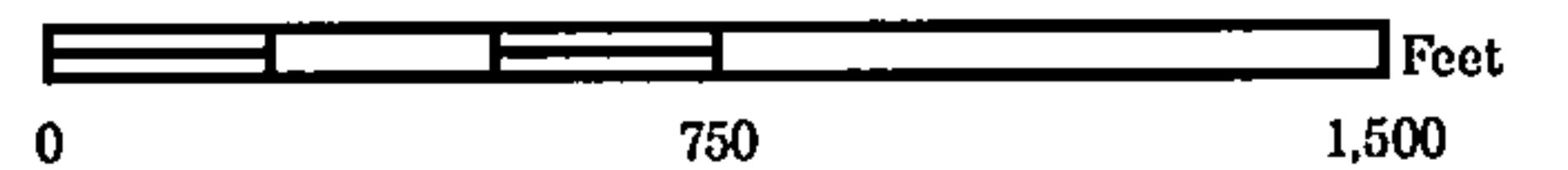


Zone Atlas Page:

Q-16-Z

Selected Symbols

- SECTOR PLANS
- Design Overlay Zones
- City Historic Zones
- H-1 Buffer Zone
- Petroglyph Mon.
- Escarpment
- 2 Mile Airport Zone
- Airport Noise Contours
- Wall Overlay Zone



FORM P(4): SITE PLAN REVIEW – ADMINISTRATIVE APPROVAL OR AMENDMENT

AMENDMENT TO SITE DEVELOPMENT PLAN FOR BUILDING PERMIT (AA02)

- Proposed Site Plan, with changes circled and noted if amended (folded to fit into an 8.5" x 14" pocket) **5** copies
- Copy of approved Site Plan being amended if applicable (folded to fit into an 8.5" x 14" pocket) **1** copy
- Zone Atlas map with the entire property(ies) precisely and clearly outlined and crosshatched (to be photocopied)
- Letter briefly describing and justifying the request
- Letter of authorization from the property owner if application is submitted by an agent
- Copy of EPC or DRB Official Notice of Decision
- Fee (see fee schedule)
- Any original and/or related file numbers must be listed on the cover application

NOTE: The next two items are also required if the square footage change is 2% or more of any building's gross floor area

- Notifying letter & certified mail receipts addressed to owners of adjacent properties
- Office of Neighborhood Coordination inquiry response, notifying letter, and certified mail receipts

AMENDMENT TO SITE DEVELOPMENT PLAN FOR SUBDIVISION (AA03)

- Proposed Site Plan, with changes circled and noted if amended (folded to fit into an 8.5" x 14" pocket) **5** copies
- Copy of approved Site Plan being amended if applicable (folded to fit into an 8.5" x 14" pocket) **1** copy
- Zone Atlas map with the entire property(ies) precisely and clearly outlined and crosshatched (to be photocopied)
- Letter briefly describing and justifying the request
- Letter of authorization from the property owner if application is submitted by an agent
- Copy of EPC or DRB Official Notice of Decision
- Fee (see fee schedule)
- Any original and/or related file numbers must be listed on the cover application

NOTE: The next two items are also required if the square footage change is 2% or more of any building's gross floor area

- Notifying letter & certified mail receipts addressed to owners of adjacent properties
- Office of Neighborhood Coordination inquiry response, notifying letter, and certified mail receipts

WIRELESS TELECOM FACILITY (WTF)- FREE-STANDING, COLLOCATION or OTHER TYPE (AA04)

(EXCEPT FOR COLLOCATION OF A NON-CONCEALED WTF ON A STRAIGHT-ZONED SITE, WHICH GOES TO THE ZONING FRONT COUNTER AT THE BUILDING SERVICES CENTER/ EAST SIDE)

- Letter describing the request and discussion of its how it relates to the WTF Ordinance (O-06-40)
- Letter of authorization from the property owner if application is submitted by an agent
- Fee (see fee schedule-included with application)
- Any relevant file numbers (case history of previous development applications) must be listed on cover application
- Copy of EPC Official Notice of Decision, if the subject site went through the EPC process
- Proposed Site Plan set: cover sheet, notes/photo sheet, site plan sheets, elevation sheets, landscape plan (if free-standing), and survey sheet(s) (3 copies- 11" x 17")
- For collocation on public utility pole: the PNM approved site plan set for the proposed WTF (1 copy)
- For free-standing WTFs: photo simulation- before and after proposed WTF
- Site Plan sheets must be stamped by a registered engineer or architect.
- Copy of approved Site Plan being amended by adding the proposed WTF, if applicable (1 copy)
- Zone Atlas maps- 1 showing Zoning and 1 showing Land Use, with the subject site clearly outlined and indicated
- For free-standing WTFs: Evidence demonstrating that collocation possibilities were considered, consisting of a written response to §14-16-3-17(A)(6)(a through e) and any supporting materials such as engineering maps
- For collocation on public utility pole: written discussion of items a through e in §14-16-3-17(A)(14)
- Notarized statement re: WTF capacity, number and types of proposed antennas and if another user can be accommodated on proposed WTF [see §14-16-3-17(A)(13)(d)(2)]
- Affidavit (notarized statement) re: explanation of factual basis for the proposed WTF's engineering requirements [see §14-16-3-17(A)(13)(d)(3)] Note: Notarized statement and affidavit must be on separate pages.
- Letter of intent re: shared use of proposed WTF if reasonable conditions are met [§14-16-3-17(A)(13)(e)]
- For free-standing WTFs: Distance to the nearest existing free-standing WTF and the WTF owner's name [§14-16-3-17(A)(13)(d)(5) and (A)(17)]
- Office of Neighborhood Coordination (ONC) inquiry forms, response based on ¼ mile radius from subject site [§14-16-3-17(A)(13)(f)]
- Copy of letters to both contacts for each neighborhood association(s), with certified return receipts
- AGIS list of property owners within 100 feet of the subject site and copy of letter sent to each property owner [§14-16-3-17(A)(13)(f)]

NOTE: There are additional requirements for WTFs to be located on City of Albuquerque property. Please contact Catalina Lehner at (505) 924-3935 for details.

I, the applicant, acknowledge that any information required but not submitted with this application will likely result in rejection of this application and/or deferral of actions.

Mary LeBus
Applicant's Name (please print!)

Mary LeBus 9/2/09
Applicant's Signature Date



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

Application case numbers:
09AA - 10141

Sandy Handley 09/15/09
Planner's Signature / Date

Project #: 1006201



LANDSCAPE ARCHITECTS & CONTRACTORS

To Whom It May Concern:

We are requesting an administrative amendment to add a street sign and change the landscaping around the sign to make the corner more cohesive.

Thank-you, Mary LeBus
Hilltop Landscaping