

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)

Supplemental Form (SF)

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

STORM DRAINAGE (Form D)

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.

PDF copy of the completed application along with all the plans and documents being submitted must be emailed to (PLNDRS@cabq.gov) prior to processing this application. **(Zipped files and files over 9 Megabytes will not get delivered via email. Therefore, PDF files must be provided on a CD)**

APPLICATION INFORMATION:

Professional/Agent (if any): Isaacson & Arfman, PA PHONE: (505) 268-8842

ADDRESS: 128 Monroe Street NE FAX:

CITY: Albuquerque STATE NM ZIP 87108 E-MAIL: freda@iacivil.com

APPLICANT: Yes Housing, Inc. PHONE: (505) 923-9611

ADDRESS: 901 Pennsylvania Street NE FAX:

CITY: Albuquerque STATE NM ZIP 87110 E-MAIL:

Proprietary interest in site: Owner List all owners:

DESCRIPTION OF REQUEST: Approval of Minor Subdivision Preliminary/Final Plat and
Approval of Vacation of Private Easement (One)

Is the applicant seeking incentives pursuant to the Family Housing Development Program? Yes. X No.

SITE INFORMATION: ACCURACY OF THE EXISTING LEGAL DESCRIPTION IS CRUCIAL! ATTACH A SEPARATE SHEET IF NECESSARY.

Lot or Tract No. Tract B1 Block: Unit:

Subdiv/Addn/TBKA: West Route 66 Addition II (tbka Tracts A & B, Nuevo Atrisco)

Existing Zoning: C-2 Proposed zoning: Same MRGCD Map No NA

Zone Atlas page(s): K-10 UPC Code: 101005709318431321

CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX_Z_, V_, S_, etc.): 1001620; 1007489

CASE INFORMATION:

Within city limits? X Yes Within 1000FT of a landfill? No

No. of existing lots: 1 No. of proposed lots: 2 Total site area (acres): 6.2218

LOCATION OF PROPERTY BY STREETS: On or Near: Central Ave. NW

Between: Unser Blvd. NW and

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

SIGNATURE Fred C. Arfman DATE 04-13-18

(Print Name) Fred C. Arfman Applicant: Agent: X

FOR OFFICIAL USE ONLY			
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

Staff signature & Date Project # 1007720

FORM V: SUBDIVISION VARIANCES & VACATIONS

- ☐ **BULK LAND VARIANCE (DRB04)** (PUBLIC HEARING CASE)
— Application for Minor Plat on FORM S-3, including those submittal requirements. **10 copies**
— 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 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
DRB Public hearings are approximately 30 DAYS after the filing deadline. Your attendance is required.

- ☐ **VACATION OF PUBLIC EASEMENT (DRB27)**
— List number of easements to be vacated _____
☐ **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) **10 copies.**
— (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") **10 copies**
— Zone Atlas map with the entire property(ies) clearly outlined
— Letter briefly describing, explaining, and justifying the request
— Office of 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
— 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") **6 copies**
— 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
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") **10 copies**
— Zone Atlas map with the entire property(ies) clearly outlined
— Letter briefly describing, explaining, and justifying the variance
— Office of 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
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") **6 copies**
— 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
DRB meetings are approximately 8 DAYS after the Tuesday noon filing deadline. Your attendance is required.

- ☒ **VACATION OF PRIVATE EASEMENT (DRB26)**
☒ List number of easements to be vacated ONE
☐ **VACATION OF RECORDED PLAT (DRB29)**
☒ The complete document which created the private easement/recorded plat (not to exceed 8.5" by 14") **6 copies**
☒ Scale drawing showing the easement to be vacated (8.5" by 11") **6 copies**
☒ Zone Atlas map with the entire property(ies) clearly outlined
☒ Letter/documents briefly describing, explaining, and justifying the vacation **6 copies**
☒ 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
— 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.

Fred C. Arfman

Applicant name (print)

Fred C. Arfman 04-13-18

Applicant signature / date



Form revised January 2018

- | | |
|--|--------------------------|
| ☐ Checklists complete | Application case numbers |
| ☐ Fees collected | _____ |
| ☐ Case #'s assigned | _____ |
| ☐ Related #'s listed | _____ |
-
- | | |
|--------------------|--------------------------|
| _____ | Planner signature / date |
| Project #: 1007720 | _____ |

FORM S(3): SUBDIVISION - D.R.B. MEETING (UNADVERTISED) OR INTERNAL ROUTING

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

☐ SKETCH PLAT REVIEW AND COMMENT (DRB22)

Your attendance is required.

- ___ Scale drawing of the proposed subdivision plat (folded to fit into an 8.5" by 14" pocket) 6 copies
- ___ Site sketch with measurements showing structures, parking, Bldg. setbacks, adjacent rights-of-way and street improvements, if there is any existing land use (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

☐ EXTENSION OF MAJOR PRELIMINARY PLAT (DRB08)

Your attendance is required.

- ___ Preliminary Plat reduced to 8.5" x 11"
 - ___ Zone Atlas map with the entire property(ies) clearly outlined
 - ___ Letter briefly describing, explaining, and justifying the request
 - ___ Copy of DRB approved infrastructure list
 - ___ Copy of the LATEST Official DRB Notice of approval for Preliminary Plat Extension request
 - ___ List any original and/or related file numbers on the cover application
- Extension of preliminary plat approval expires after one year.

☐ MAJOR SUBDIVISION FINAL PLAT APPROVAL (DRB12)

Your attendance is required.

- ___ Proposed Final Plat (folded to fit into an 8.5" by 14" pocket) 6 copies
- ___ Signed & recorded Final Pre-Development Facilities Fee Agreement for Residential development only
- ___ Design elevations & cross sections of perimeter walls 3 copies
- ___ Zone Atlas map with the entire property(ies) clearly outlined
- ___ Bring original Mylar of plat to meeting, ensure property owner's and City Surveyor's signatures are on the plat
- ___ Copy of recorded SIA
- ___ Landfill disclosure and EHD signature line on the Mylar if property is within a landfill buffer
- ___ List any original and/or related file numbers on the cover application
- ___ DXF file and hard copy of final plat data for AGIS is required.

☒ MINOR SUBDIVISION PRELIMINARY/FINAL PLAT APPROVAL (DRB16) Your attendance is required.

- ☒ 5 Acres or more: Certificate of No Effect or Approval
- ☒ Proposed Preliminary / Final Plat (folded to fit into an 8.5" by 14" pocket) 6 copies for unadvertised meetings ensure property owner's and City Surveyor's signatures are on the plat prior to submittal
- ☒ Design elevations and cross sections of perimeter walls (11" by 17" maximum) 3 copies
- ☒ Site sketch with measurements showing structures, parking, building setbacks, adjacent rights-of-way and street improvements (to include sidewalk, curb & gutter with distance to property line noted) if there is any existing land use (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
- ☒ FORM DRWS Drainage Report, Water & Sewer availability statement filing information
- ☒ Proposed Infrastructure List (Figure 18)
- ☒ Bring original Mylar of plat to meeting, ensure property owner's and City Surveyor's signatures are on the plat
- ☒ Landfill disclosure and EHD signature line on the Mylar if property is within a landfill buffer
- ☒ Fee (see schedule)
- ☒ List any original and/or related file numbers on the cover application
- ☒ Infrastructure list if required (verify with DRB Engineer)
- ☒ DXF file and hard copy of final plat data for AGIS is required. FORTHCOMING
- ☒ Grading and Drainage Plan/Drainage Report Submittal to Hydrology (Grading and Drainage Report must be submitted be to Hydrology prior to DRB application submittal. Grading and Drainage plans may have to be approved prior to DRB approval.)

☐ AMENDMENT TO PRELIMINARY PLAT (with minor changes) (DRB03) Your attendance is required.

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, Infrastructure List, and/or Grading Plan (folded to fit into an 8.5" by 14" pocket) 6 copies
 - ___ Original Preliminary Plat, Infrastructure List, and/or Grading Plan (folded to fit into an 8.5" by 14" pocket) 6 copies
 - ___ Proposed Infrastructure List (Figure 18)
 - ___ Zone Atlas map with the entire property(ies) clearly outlined
 - ___ Letter briefly describing, explaining, and justifying the request
 - ___ Bring original Mylar of plat to meeting, ensure property owner's and City Surveyor's signatures are on the plat
 - ___ List any original and/or related file numbers on the cover application
- Amended preliminary plat approval expires after one year

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

Fred C. Arfman


Applicant name (print) Fred C. Arfman
Applicant signature / date 04-13-18

Form revised January 2018

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

Application case numbers

- ___
- ___
- ___
- ___

Planner signature / date
Project # 1007720