

#9



COMPLETED 05/21/09 st
DRB CASE ACTION LOG (Preliminary/Final)
REVISED 10/08/07

This sheet must accompany your plat or site plan to obtain delegated signatures. Return sheet with site plan/plat once comments are addressed.

DRB Application No.: 09 DRB-7014 Project # 1007614
Project Name: Executive Hills
Agent: The Survey Office LLC Phone No.:

Your request was approved on 3-25-09 by the DRB with delegation of signature(s) to the following departments.

OUTSTANDING SIGNATURES COMMENTS TO BE ADDRESSED

- TRANSPORTATION: _____
- UTILITIES: _____
- CITY ENGINEER / AMAFCA: _____
- PARKS / CIP: _____
- PLANNING (Last to sign): _____

Planning must record this plat. Please submit the following items:

- The original plat and a mylar copy for the County Clerk.
- Tax certificate from the County Treasurer.
- Recording fee (checks payable to the County Clerk). RECORDED DATE: _____
- Tax printout from the County Assessor.
- 3 copies of the approved site plan. Include all pages.
- County Treasurer's signature must be obtained prior to the recording of the plat with the County Clerk.
- Property Management's signature must be obtained prior to Planning Department's signature.
- AGIS DXF File approval required.
- Copy of recorded plat for Planning.

Created On:

7614

DXF Electronic Approval Form

DRB Project Case #: 1007614

Subdivision Name: EXECUTIVE HILLS LOTS 13A1 & 14A1

Surveyor: ANTHONY L HARRIS

Contact Person: ANTHONY L HARRIS

Contact Information: 998-0303

DXF Received: 4/13/2009

Hard Copy Received: 4/13/2009

Coordinate System: NMSP Grid (NAD 83)


Approved

04.13.2009
Date

* The DXF file cannot be accepted (at this time) for the following reason(s):

AGIS Use Only
Copied fc 7614 to agiscov on 4/13/2009 Contact person notified on 4/13/2009

#9



DRB CASE ACTION LOG

REVISED 10/08/07

(Preliminary/Final)

This sheet must accompany your plat or site plan to obtain delegated signatures. Return sheet with site plan/plat once comments are addressed.

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- TRANSPORTATION: _____

- UTILITIES: _____

- CITY ENGINEER / AMAFCA: _____

- PARKS / CIP: _____

- PLANNING (Last to sign): _____

- Planning must record this plat. Please submit the following items:**
 - The original plat and a mylar copy for the County Clerk.
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 - Tax printout from the County Assessor.
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 - County Treasurer's signature must be obtained prior to the recording of the plat with the County Clerk.**
 - Property Management's signature must be obtained prior to Planning Department's signature.**
 - AGIS DXF File approval required.**
 - Copy of recorded plat for Planning.**

Created On:

**SITE DEVELOPMENT PLANS (EPC FINAL SIGN-OFF) AMENDED PLANS AND
MASTER DEVELOPMENT PLANS (CITY COUNCIL FINAL SIGN-OFF)**

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•
•
•
•

6. **Project# 1004614**
09DRB-70111 EPC APPROVED SDP
FOR BUILD PERMIT

HIGH MESA CONSULTING GROUP agent(s) for HEALTHSOUTH CORPORATION C/O request(s) the above action(s) for all or a portion of Tract(s) 4A & 4B-1, **INTERSTATE INDUSTRIAL ISSUES Unit(s) 5**, zoned SU-1 HOSPITAL AND RELATED ISSUES, located on JEFFERSON ST NE BETWEEN ELLISON ST NE AND GRUBER AVE NE containing approximately 6.659 acre(s). (D-17) **THE SITE PLAN FOR BUILDING PERMIT WAS APPROVED WITH FINAL SIGN OFF DELEGATED TO TRANSPORTATION FOR COMMENTS AND TO PLANNING FOR EPC PLANNER APPROVAL.**

MINOR PLATS, FINAL (MAJOR) PLATS, AMENDED PLATS AND PLANS

7. **Project# 1000365**
09DRB-70110 MINOR - PRELIMINARY/
FINAL PLAT APPROVAL

WAYJOHN SURVEYING INC agent(s) for JUAN HUYNH request(s) the above action(s) for all or a portion of Lot(s) 2-4, & 19-21, Block(s) 1, **UNITY ADDITON** zoned SU-1/C-1, located on RHODE ISLAND ST SE BETWEEN CENTRAL AVE SE AND ZUNI RD SE containing approximately .9298 acre(s). (K-19) **THE PRELIMINARY/FINAL PLAT WAS APPROVED WITH FINAL SIGN OFF DELEGATED TO PLANNING FOR SITE PLAN (APPROVED IN 2007) TO BE VOIDED.**

8. **Project# 1006940**
09DRB-70112 EXT OF MAJOR
PRELIMINARY PLAT

COMMUNITY SCIENCES CORP agent(s) for FABIAN IBARRA request(s) the above action(s) for all or a portion of Lot(s) 17-20, **ORIGINAL TOWN SITE OF WESTLAND** zoned C-2, located on BRIDGE BLVD SW BETWEEN 86TH ST SW AND 90TH ST SW containing approximately 1.1941 acre(s). **A ONE-YEAR EXTENSION OF THE PRELIMINARY PLAT WAS APPROVED.**

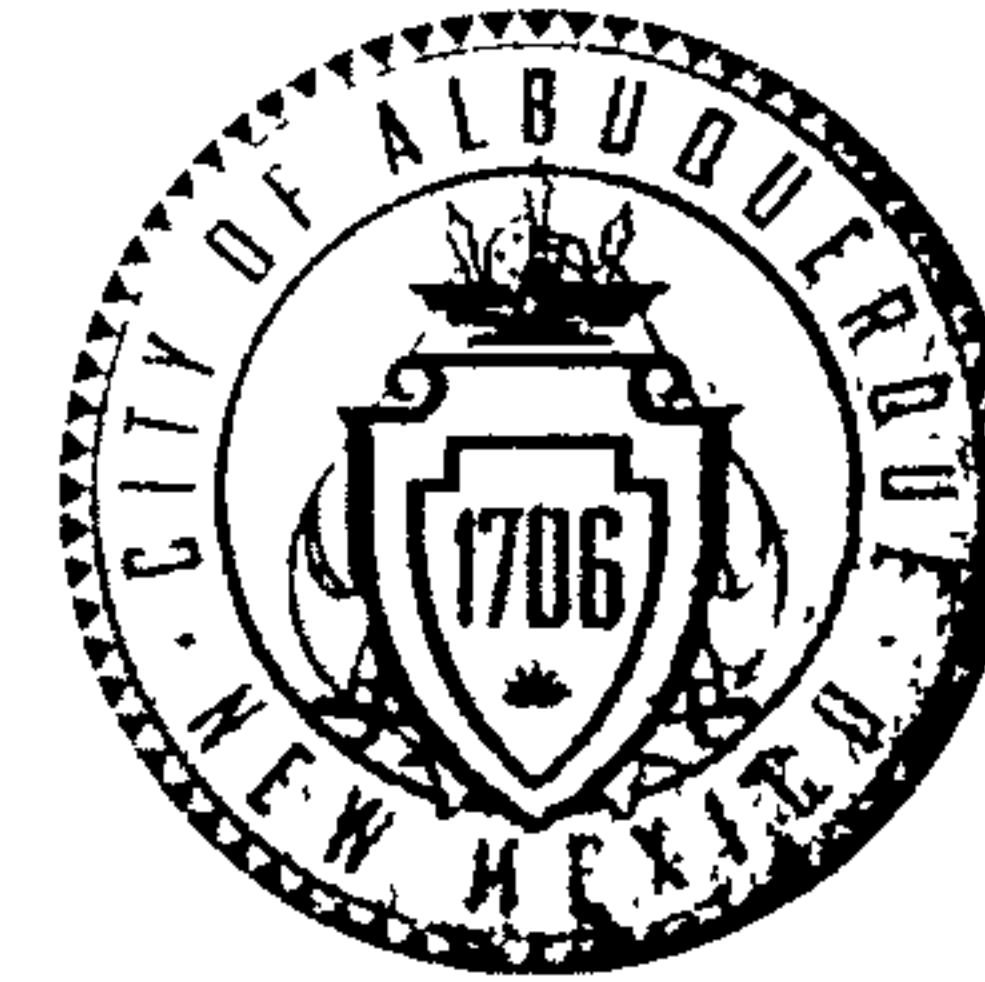
9. **Project#-1007614**
09DRB-70114 MINOR - PRELIMINARY/
FINAL PLAT APPROVAL

THE SURVEY OFFICE LLC agent(s) for CHARLES & DAWN MATSON request(s) the above action(s) for all or a portion of Tract(s) 03-A & 14-A, **EXECUTIVE HILLS** zoned SU-1 PRD, located on EXECUTIVE HILLS WAY SE AND EXECUTIVE HILLS LN SE containing approximately .2863 acre(s). (L-23) **THE PRELIMINARY/FINAL PLAT WAS APPROVED WITH FINAL SIGN OFF DELEGATED TO PLANNING FOR AGIS DXF AND TO RECORD.**

10. Other Matters: None.

ADJOURNED: 10:10

CITY OF ALBUQUERQUE



CITY OF ALBUQUERQUE PLANNING DEPARTMENT HYDROLOGY DEVELOPMENT SECTION

DEVELOPMENT REVIEW BOARD--SPEED MEMO

DRB CASE NO/PROJECT NO: 1007614

AGENDA ITEM NO: 9

SUBJECT:

Final Plat
Preliminary Plat

ACTION REQUESTED:

REV/CMT:() APP:(x) SIGN-OFF:() EXTN:() AMEND:()

PO Box 1293

ENGINEERING COMMENTS:

Albuquerque

No adverse comments.

NM 87103

RESOLUTION:

www.cabq.gov

APPROVED ____; DENIED ____; DEFERRED ____; COMMENTS PROVIDED ____; WITHDRAWN

SIGNED-OFF: (SEC-PLN) (SP-SUB) (SP-BP) (FP) BY: (UD) (CE) (TRANS) (PKS) (PLNG)

DELEGATED: (SEC-PLN) (SP-SUB) (SP-BP) (FP) TO: (UD) (CE) (TRANS) (PKS) (PLNG)

FOR.

SIGNED: Bradley L. Bingham
City Engineer/AMAFCA Designee
924-3986

DATE: March 25, 2009

CITY OF ALBUQUERQUE

PLANNING DEPARTMENT

March 25, 2009

DRB Comments

ITEM # 9

PROJECT # 1007614

APPLICATION # 09-70114

RE: Tracts 13-A & 14-A, Executive Hills Subdivision

No adverse comment on proposed plat. The Albuquerque Geographic Information System (AGIS) .dxf / digital file must be accepted by that office prior to final sign-off by the Planning Department. After final sign-off, a copy of the recorded plat needs to be provided to the Planning Department for this file.



Jack Cloud AICP, DRB Chairman
505-24-3880/ jcloud@cabq.gov

PLANNING DEPARTMENT
DEVELOPMENT AND BUILDING SERVICES
TRANSPORTATION SECTION

DEVELOPMENT REVIEW BOARD – SPEED MEMO

DRB CASE NO: 1007614

AGENDA ITEM NO: 9

SUBJECT:

✓ FINAL PLAT
✓ PRELIMINARY PLAT (APPROVED)

ENGINEERING COMMENTS:

No adverse comments.

RESOLUTION:

APPROVED ; DENIED ___; DEFERRED ___; COMMENTS PROVIDED ___; WITHDRAWN ___

DELEGATED: (SEC-PLN) (SP-SUB) (SP-BP) (FP) TO: (UD) (CE) (TRANS) (PRKS) (PLNG)

DELEGATED: (SEC-PLN) (SP-SUB) (SP-BP) (FP) TO: (UD) (CE) (TRANS) (PRKS) (PLNG)

SIGNED:

Kristal D. Metro
Transportation Development

505-924-3991

DATE: MARCH 25, 2009

3. **Project# 1007612**
08DRB-70528 MINOR - PRELIMINARY/
FINAL PLAT APPROVAL
- CARTESIAN SURVEYS INC agent(s) for JANE TABET request(s) the above action(s) for all or a portion of Lot(s) 7 & 8, Block(s) 8, **HUNNING CASTLE ADDITION**, zoned R-1, located on 16TH ST BETWEEN LOS ALAMOS AND SAN CRISTOBAL containing approximately .5467 acre(s). (J-13) *[Def. from 12-31-08]* **THE PRELIMINARY/FINAL PLAT WAS APPROVED WITH FINAL SIGN OFF DELEGATED TO PLANNING FOR UTILITIES SIGNATURE AND AGIS DXF.**

**NO ACTION IS TAKEN ON THESE CASES:APPLICANT -
AGENT IS REQUIRED TO BE AT THE MEETING**

4. **Project# 1004588**
08DRB-70533 SKETCH PLAT REVIEW
AND COMMENT
- LARRY READ AND ASSOCIATES agent(s) for 110 SUNPORT LLC request(s) the above action(s) for all or a portion of Lot(s) A, Block(s) 12, **CLAYTON HEIGHTS**, zoned C-2, located on YALE BLVD NE BETWEEN GIBSON BLVD NE AND AVENIDA CESAR CHAVEZ NE containing approximately 3.4548 acre(s). (L-15)**THE ABOVE ITEM WAS REVIEWED AND COMMENTS WERE GIVEN.**
5. **Project# 1007613**
08DRB-70530 SKETCH PLAT REVIEW
AND COMMENT
- TERRA LAND SERVICES, LLC agent(s) for MILLER BONDED request(s) the above action(s) for all or a portion of Lot(s) 9 & 10, **REINDEER ADDITION**, zoned M-1, located on MCCLEOD RD NE BETWEEN JEFFERSON NE AND PAN AMERICAN FREEWAY containing approximately 2.002 acre(s). (F-17) **THE ABOVE ITEM WAS REVIEWED AND COMMENTS WERE GIVEN.**
6. ~~Project# 1007614~~
08DRB-70531 SKETCH PLAT REVIEW
AND COMMENT
- CHARLES MATSON request(s) the above action(s) for all or a portion of Lot(s) 13A & 14A, **EXECUTIVE HILLS**, zoned SU-1 PRD, located on FOUR HILLS RD SE BETWEEN WINTERWOOD SE AND CENTRAL SE containing approximately .5 acre(s). (M-23) **THE ABOVE ITEM WAS REVIEWED AND COMMENTS WERE GIVEN.**
7. **Project# 1006770**
08DRB-70508 SKETCH PLAT REVIEW
AND COMMENT
- DOUG CRANDAL LLC agent(s) for GENESIS WORLDWIDE RESORTS, request(s) the above action(s) for all or a portion of Lot(s) 145A & 145B, **WEST PARK ADDITION**, zoned C-2, located on CENTRAL SW BETWEEN RIO GRANDE BLVD SW AND SAN PASQUALE AV SW containing approximately 1.1 acre(s). (J-13) **THE ABOVE ITEM WAS REVIEWED AND COMMENTS WERE GIVEN.**
8. Other Matters: None.

ADJOURNED: 9:30

City of Albuquerque Planning Department

One Stop Shop – Development and Building Services

03/17/2009 Issued By: PLNSDH

Permit Number: 2009 070 114 Category Code 910

Application Number: 09DRB-70114, Minor - Preliminary/ Final Plat Approval

Address:

Location Description: EXECUTIVE HILLS WAY SE AND EXECUTIVE HILLS LN SE

Project Number: 1007614

Applicant

Charles & Dawn Matson

13405 Executive Hills Way Se
Albuquerque NM 87123
846-2049

Agent / Contact

The Survey Office Llc

333 Lomas Blvd Ne
Albuquerque NM 87102
998-0303

Application Fees

441018/4971000	Public Notification	
441032/3424000	Conflict Mgmt Fee	\$20.00
441006/4983000	DRB Actions	\$285.00
TOTAL:		\$305.00

City Of Albuquerque
Treasury Division

3/17/2009 11:12AM LOC: ANNX
WS# 008 TRANSH 0005
RECEIPT# 00103122-00103122
PERMIT# 2009070114 TRSASR
Trans Amt \$305.00
Conflict Manaq. Fee \$20.00
DRB Actions \$285.00
CK \$305.00
CHANGE \$0.00

Thank You



Supplemental form

SUBDIVISION

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

PRELIM/FINAL

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

SITE DEVELOPMENT PLAN

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

STORM DRAINAGE

- 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.

APPLICANT INFORMATION:

Professional/Agent (if any): THE SURVEY OFFICE, LLC PHONE: 998-0303
 ADDRESS: 333 LOMAS BLVD NE FAX: 998-0305
 CITY: ALBU STATE NM ZIP 87102 E-MAIL: _____

APPLICANT: CHARLES & DAWN MATSON PHONE: 846-2049
 ADDRESS: 13405 EXECUTIVE HILLS WAY SE FAX: _____
 CITY: ALBU STATE NM ZIP 87123 E-MAIL: _____
 Proprietary interest in site: OWNER List all owners: RICHARD & VICKI WHITE

DESCRIPTION OF REQUEST: ADJUST THE LOT LINES BETWEEN TWO EXISTING LOTS, CREATING TWO NEW LOTS.

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. LOTS 13-A & 14-A Block: N/A Unit: N/A
 Subdiv/Addn/TBKA: EXECUTIVE HILLS
 Existing Zoning: SU-1 PRD Proposed zoning: N/A
 Zone Atlas page(s): L-23-2 UPC Code: 1-023-056-035-054-30237 MRGCD Map No N/A
1-023-056-035-062-30238

CASE HISTORY:
 List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX-, Z-, V-, S-, etc.): 2-83-110-1, 2-83-110, AX-83-21 Proj# 1007614

CASE INFORMATION:
 Within city limits? Yes Within 1000FT of a landfill? NO
 No. of existing lots: 2 No. of proposed lots: 2 Total area of site (acres): 0.2863 AC
 LOCATION OF PROPERTY BY STREETS: On or Near: EXECUTIVE HILLS WAY SE
 Between: EXECUTIVE HILLS LN. SE and _____

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

SIGNATURE M. Maple DATE 3-17-09
 (Print) Gary Maple Applicant: Agent:

FOR OFFICIAL USE ONLY

Form revised 4/07

- 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	Action	S.F.	Fees
<u>09DRB 70114</u>	<u>PAF</u>	<u>5(3)</u>	<u>\$ 285.00</u>
_____	<u>CMF</u>	_____	<u>\$ 20.00</u>
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
Hearing date <u>03/25/09</u>			Total <u>\$ 305.00</u>

Sandy Handley 03/17/09 Project # 1007614
 Planner signature / date

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
- Signed & recorded Final Pre-Development Facilities Fee Agreement for Residential development only
- Design elevations and cross sections of perimeter walls (11" by 17" maximum) **3 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
- 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.

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**
- 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.

Gary D. Maple
 Applicant name (print)
M. Maple 3-17-9
 Applicant signature / date

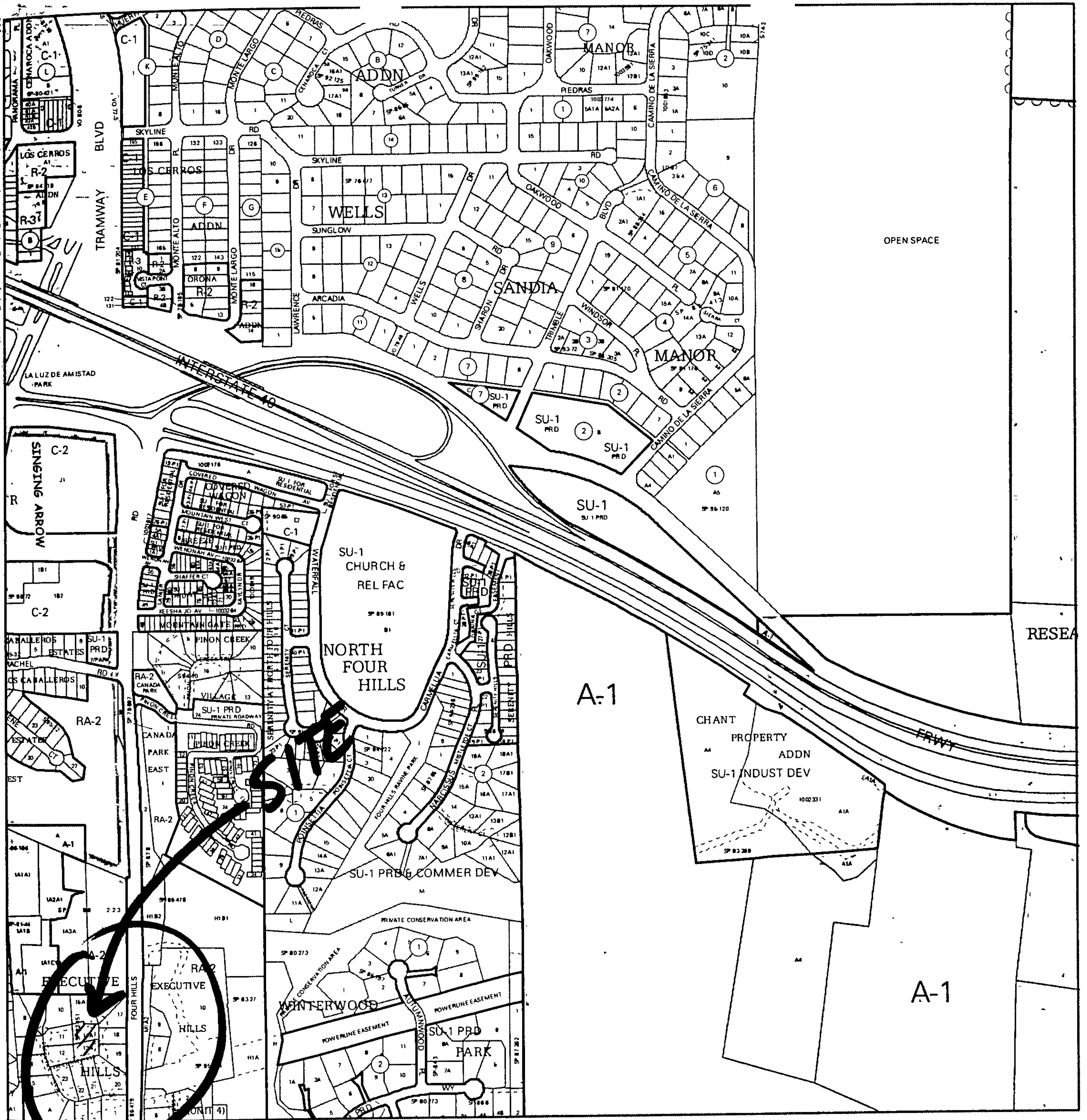


Form revised October 2007

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

Application case numbers
09DRB 70114

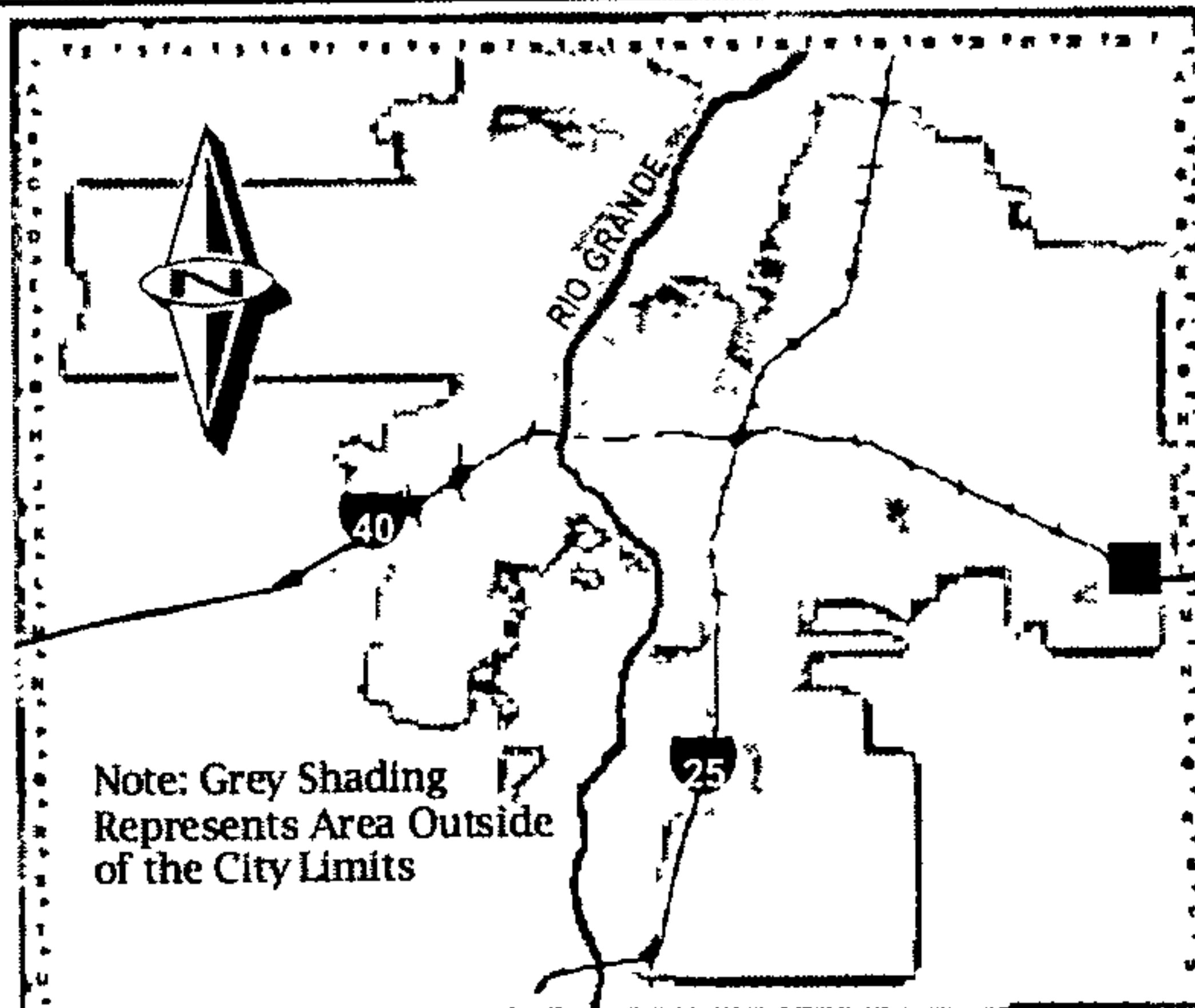
Sandy Handley 03/17/09
 Planner signature / date
 Project # 1007614



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



Map amended through: 10/25/2006

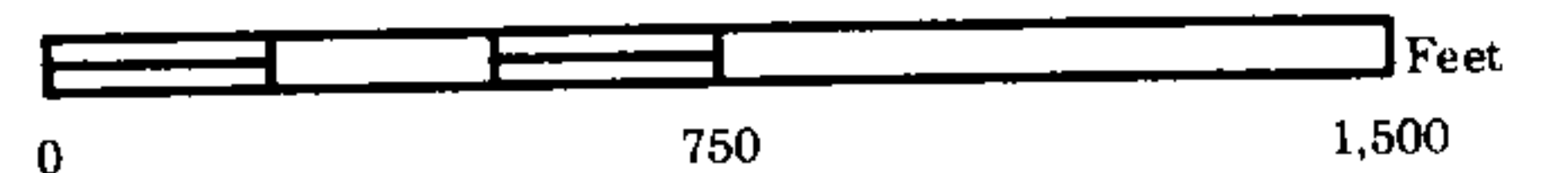


Zone Atlas Page:

L-23-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



The Survey Office, LLC

333 Lomas Blvd., NE * Albuquerque, New Mexico 87102 * 998-0303 * Fax 998-0305

March 16, 2009

DEVELOPMENT REVIEW BOARD MEMBERS
PLAZA DEL SOL
600 SECOND STREET NW
ALBUQUERQUE, NM 87102

REF: PROJECT #1007614 – LOTS 13-A-1 & 14-A-1, EXECUTIVE HILLS

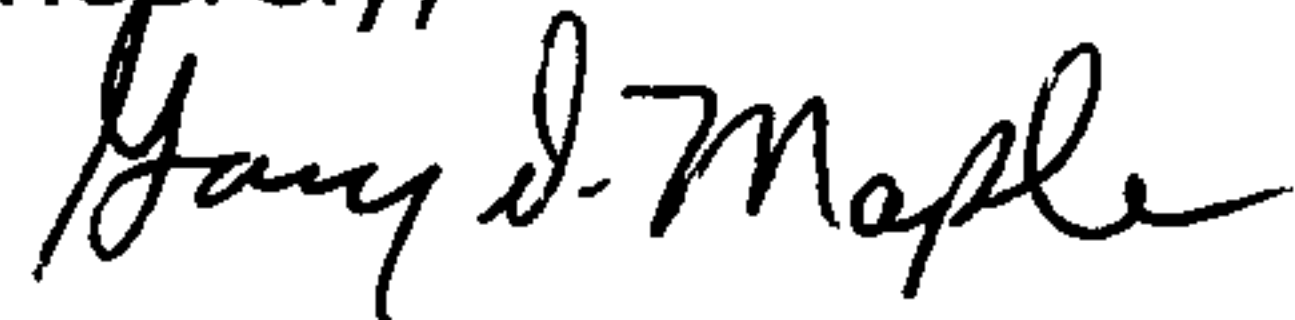
Dear Board Members:

The purpose of the above referenced plat is to adjust the lot lines between two existing lots, creating two new lots.

The above referenced property was submitted for sketch plat review and comment at the January 7, 2009 DRB meeting by the client (see attached letter).

If you have any questions please feel free to contact me.

Sincerely,



Gary Maple
President

Charles Matson
13405 Executive Hills Way SE
Albuquerque, NM 87123
505-296-0524

Dec 29, 2008

Planning Department
City of Albuquerque

To whom it may concern,

I request permission to have the official boundary line that separates my lot from my neighbor's lot to the north be moved north approximately three feet, adding that much of my neighbor's property to mine. The terrain in this area is steeply sloped and is held in place by two retaining walls running east-west that are separated by approximately three feet in the north-south direction. The north retaining wall runs all the way to the street but the south retaining wall only runs half of that distance. Based on the layout of the lots and the lengths of the retaining walls, my neighbor and I feel that the lot line should be moved to just south of the north retaining wall, so that he is responsible for its upkeep and I am responsible for the south retaining wall's upkeep. Attached are detailed survey sketches of both lots that show the current lot line and the proposed new lot line.

My neighbor is fully aware of this request to move the lot line and approves it.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Charles Matson". The signature is written in a cursive, flowing style.

Charles Matson

**ALBUQUERQUE PUBLIC SCHOOLS
PRE-DEVELOPMENT FACILITIES FEE AGREEMENT WAIVER**

Albuquerque Municipal School District No. 12, Bernalillo and Sandoval Counties, New Mexico ("Albuquerque Public Schools" or "APS"), having reviewed the proposed plat Lots 13-A and 14-A, Executive Hills, which is zoned as SU-1, on March 5, 2009 submitted by Charles and Dawn Matson and Richard and Vicki White, owner(s) of above property, has determined that no Pre-Development Facilities Fee Agreement is required with respect to that proposed plat because the property owners plan to adjust the lot line between original lots 13-A and 14-A to allow the original lot line between lots 13-A and 14-A to be moved north of lot 13-A. This will result in no net gain of residential uses.

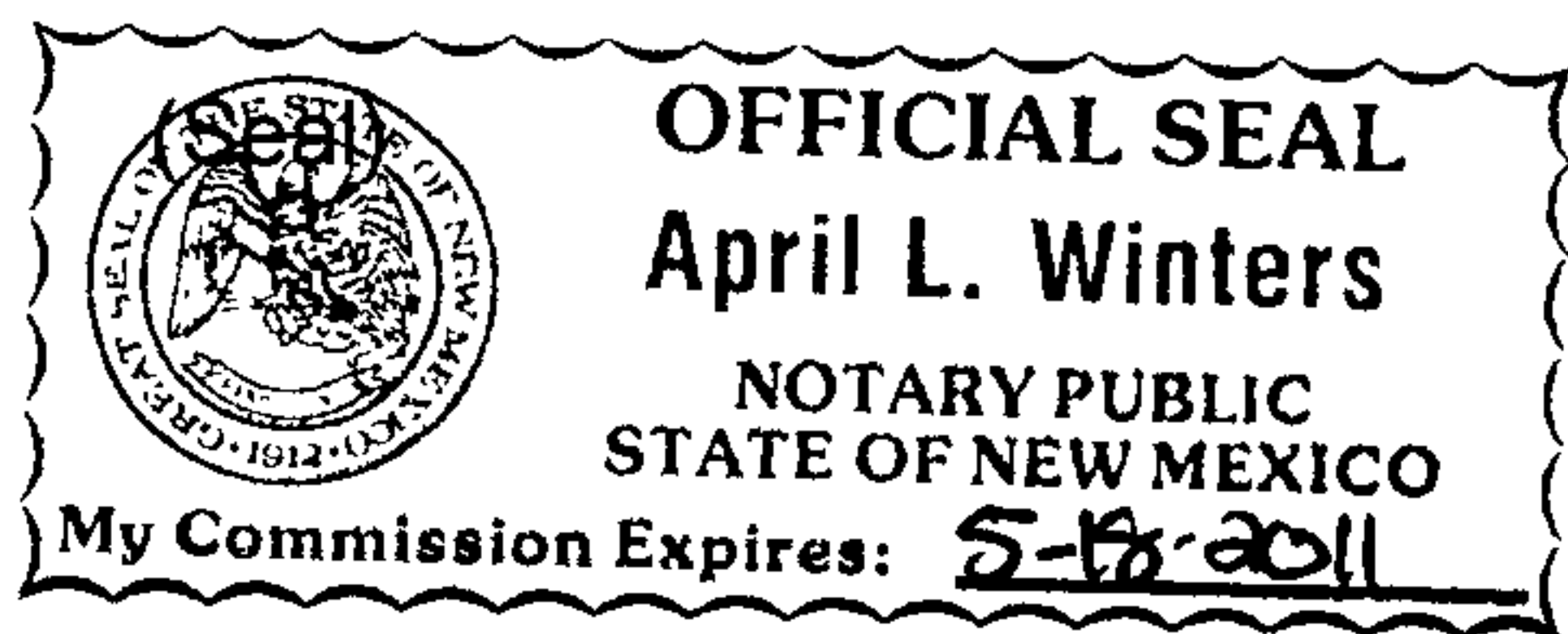
ALBUQUERQUE PUBLIC SCHOOLS

By: Martin W. Eckert
Signature

Martin W. Eckert, Real Estate Director
Name (printed or typed) and title

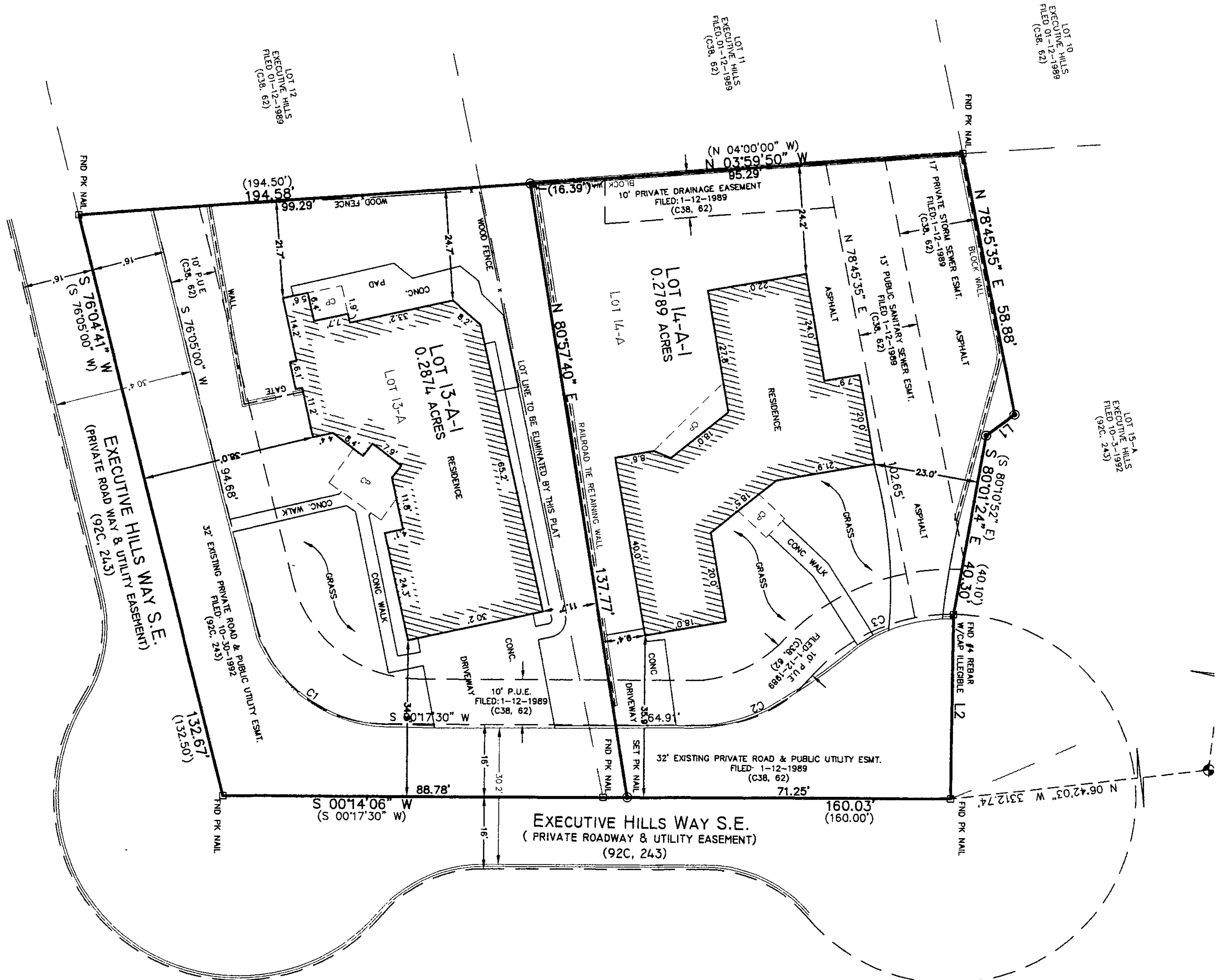
STATE OF NEW MEXICO
COUNTY OF BERNALILLO

This instrument was acknowledged before me on March 5, 2009, by Martin W. Eckert as Real Estate Director of the Albuquerque Municipal School District No. 12, Bernalillo and Sandoval Counties, a school district organized and existing under the laws of the State of New Mexico.



April L. Winters
Notary Public

My commission expires: May 18, 2011





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

- 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...**
- D** 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.

APPLICANT INFORMATION:

Professional/Agent (if any): _____ PHONE: _____
 ADDRESS: _____ FAX: _____
 CITY: _____ STATE _____ ZIP _____ E-MAIL: _____

APPLICANT: Charles Matson PHONE: 296-0524
 ADDRESS: 13405 Executive Hills Way SE (Lot 13A) FAX: _____
 CITY: Albq STATE NM ZIP 87123 E-MAIL: _____
 Proprietary interest in site: owner List all owners: self and Dawn Matson

DESCRIPTION OF REQUEST: Move lot boundary between lots 13A & 14A

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. 13A + 14A Block: _____ Unit: _____
 Subdiv/Addn/TBKA: Executive Hills
 Existing Zoning: SU-1-PRD Proposed zoning: _____
 Zone Atlas page(s): M-23-Z UPC Code: 102306603506230238 MRGCD Map No N/A

CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX_, Z_, V_, S_, etc.): None

CASE INFORMATION:

Within city limits? Yes Within 1000FT of a landfill? no
 No. of existing lots: 2 No. of proposed lots: 2 Total area of site (acres): ~0.5 acre
 LOCATION OF PROPERTY BY STREETS: On or Near: Four Hills Rd + Winterwood
 Between: Central and Stagecoach

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

SIGNATURE Charles Matson DATE Dec 29, 2008
 (Print) Charles Matson Applicant: Agent:

FOR OFFICIAL USE ONLY

Form revised 4/07

INTERNAL ROUTING	Application case numbers	Action	S.F.	Fees
<input checked="" type="checkbox"/> All checklists are complete	<u>000DRB - 70531</u>	<u>SK</u>		\$ <u>0</u>
<input checked="" type="checkbox"/> All fees have been collected				\$ _____
<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 type="checkbox"/> F.H.D.P. density bonus				Total
<input type="checkbox"/> F.H.D.P. fee rebate				\$ <u>0</u>

Hearing date Jan. 7, 2008

[Signature] 12.29.08
 Planner signature / date

Project # 1007614

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
- Signed & recorded Final Pre-Development Facilities Fee Agreement for **Residential** development only
- Design elevations and cross sections of perimeter walls (11" by 17" maximum) **3 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
- 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.

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**
- 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.

Applicant name (print)

Applicant signature / date

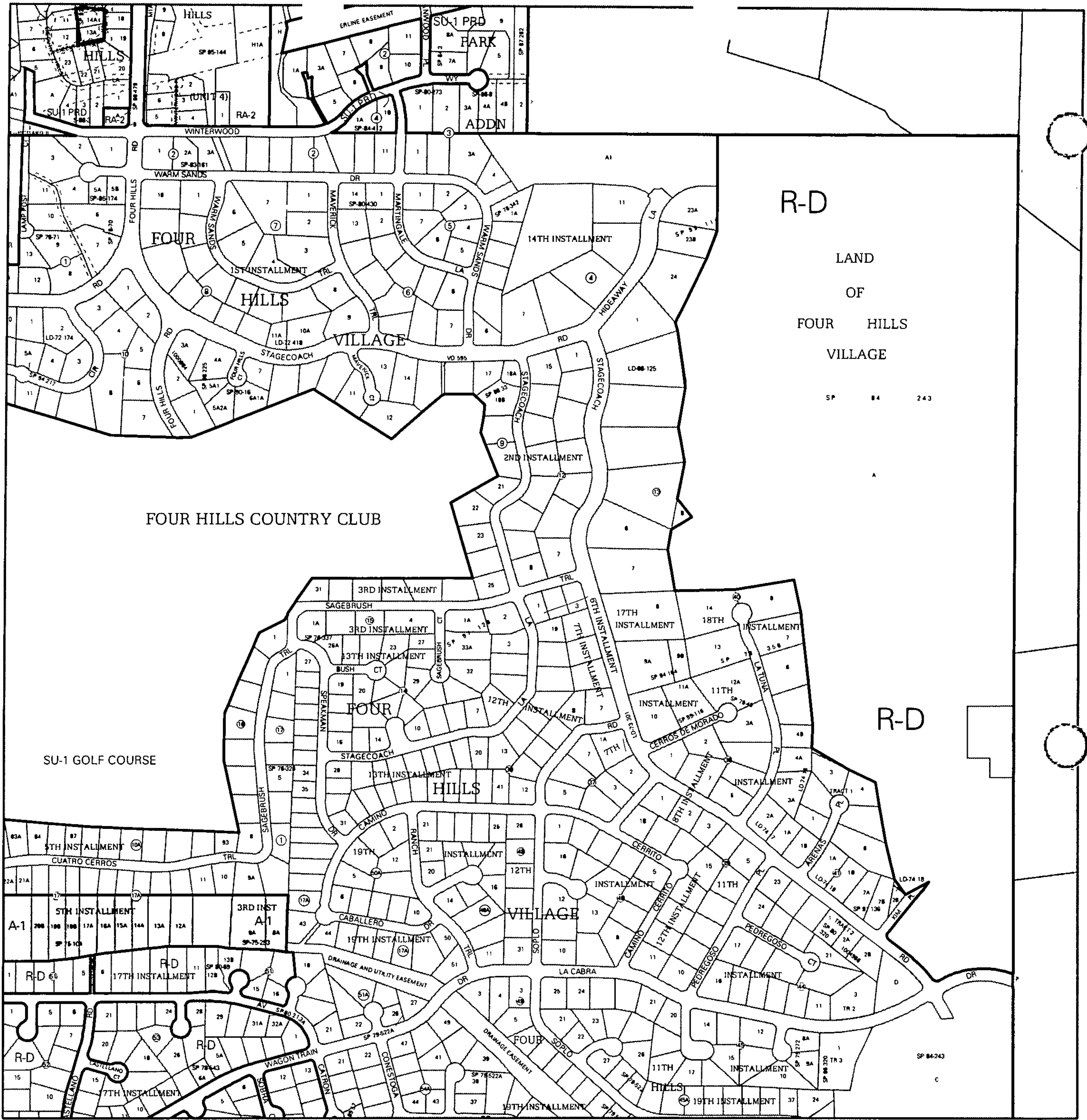


Form revised **October 2007**

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

Application case numbers
09DRB - 10531

 Planner signature / date
 Project # **1007614**



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

Albuquerque Geographic Information System

Map amended through: 6/13/2008

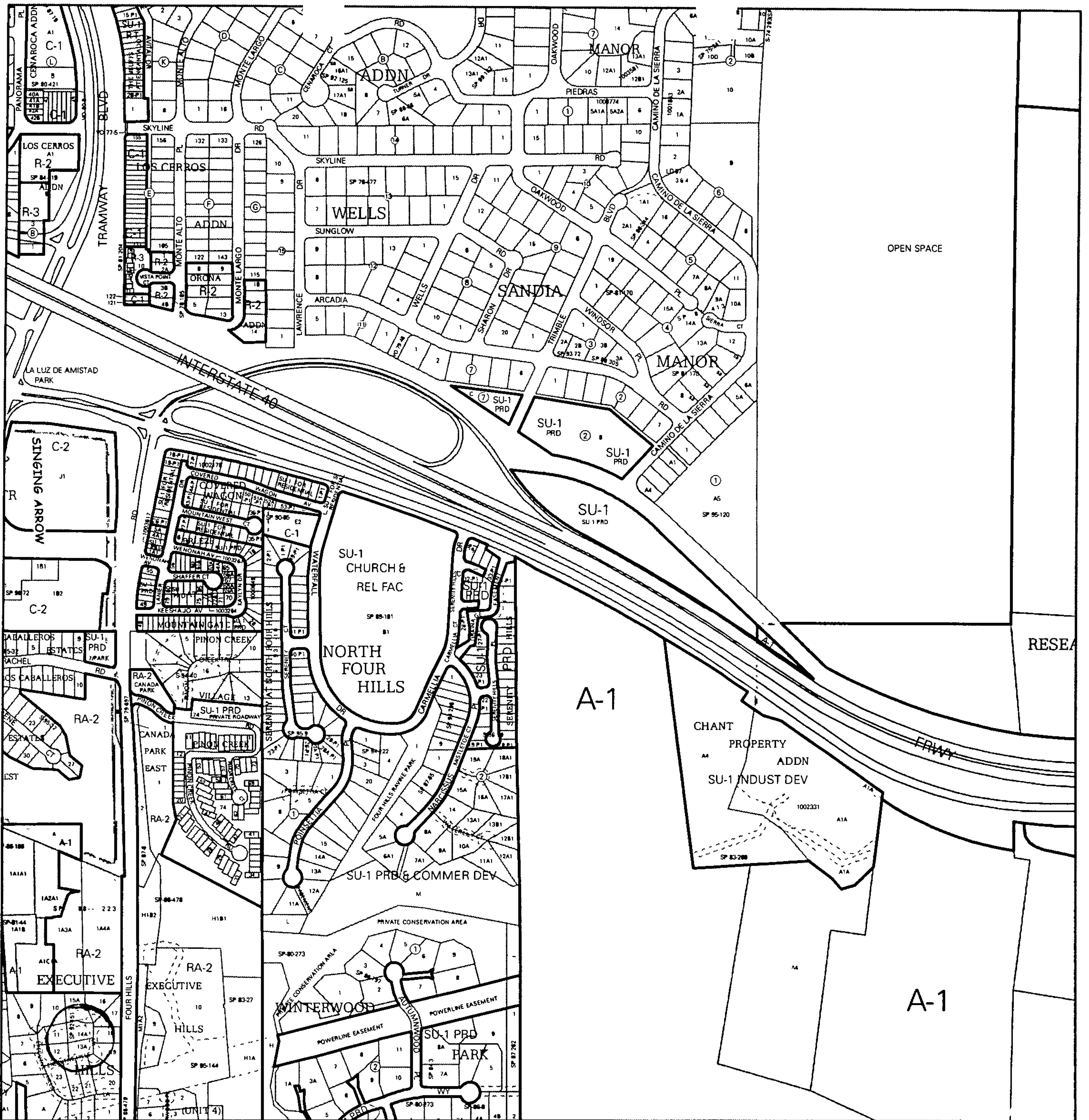
Note: Grey Shading Represents Area Outside of the City Limits

Zone Atlas Page:
M-23-Z

Selected Symbols

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

0 750 1,500 Feet



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

Map amended through: 6/13/2008

Note: Grey Shading Represents Area Outside of the City Limits

Zone Atlas Page:
L-23-Z

Selected Symbols

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

0 750 1,500 Feet

Charles Matson
13405 Executive Hills Way SE
Albuquerque, NM 87123
505-296-0524

Dec 29, 2008

Planning Department
City of Albuquerque


To whom it may concern,

I request permission to have the official boundary line that separates my lot from my neighbor's lot to the north be moved north approximately three feet, adding that much of my neighbor's property to mine. The terrain in this area is steeply sloped and is held in place by two retaining walls running east-west that are separated by approximately three feet in the north-south direction. The north retaining wall runs all the way to the street but the south retaining wall only runs half of that distance. Based on the layout of the lots and the lengths of the retaining walls, my neighbor and I feel that the lot line should be moved to just south of the north retaining wall, so that he is responsible for its upkeep and I am responsible for the south retaining wall's upkeep. Attached are detailed survey sketches of both lots that show the current lot line and the proposed new lot line.

My neighbor is fully aware of this request to move the lot line and approves it.

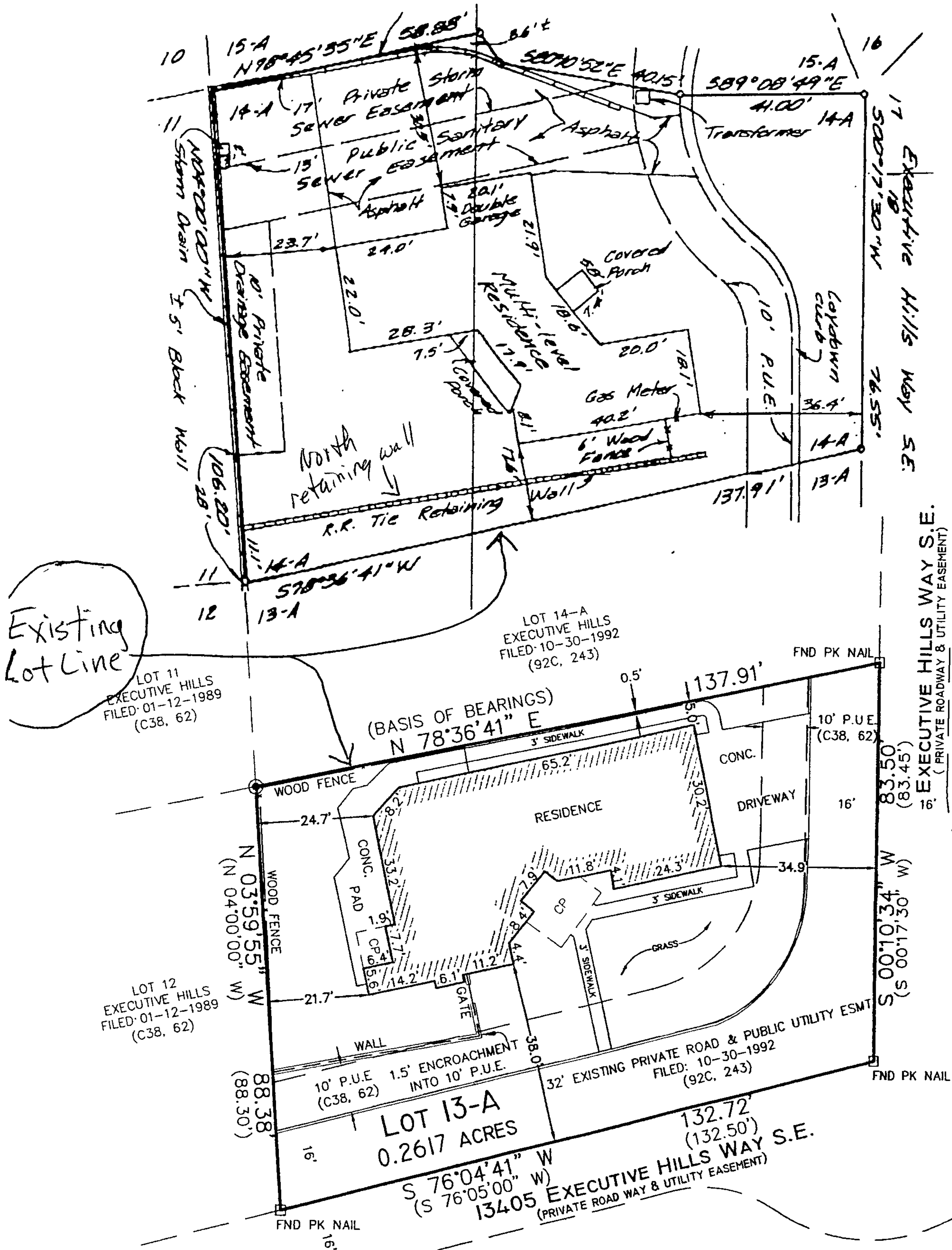
Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Charles Matson". The signature is written in black ink and is positioned above the printed name.

Charles Matson

Existing Site Sketch



Proposed Replat

