



Supplemental Form (SF)

**SUBDIVISION**

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

**SITE DEVELOPMENT PLAN**

- for Subdivision
- for Building Permit
- Administrative Amendment (AA)
- Administrative Approval (DRT, URT, etc.)
- IP Master Development Plan
- Cert. of Appropriateness (LUCC)

**STORM DRAINAGE (Form D)**

- Storm Drainage Cost Allocation Plan

**S Z ZONING & PLANNING**

- Annexation
- V**  Zone Map Amendment (Establish or Change Zoning, includes Zoning within Sector Development Plans)
- P**  Adoption of Rank 2 or 3 Plan or similar
- Text Amendment to Adopted Rank 1, 2 or 3 Plan(s), Zoning Code, or Subd. Regulations
- D**  Street Name Change (Local & Collector)
- L A** **APPEAL / PROTEST of...**
- Decision by: DRB, EPC, LUCC, Planning Director, ZEO, ZHE, Board of Appeals, other

PRINT OR TYPE IN BLACK INK ONLY. The applicant or agent must submit the completed application in person to the Planning Department Development Services Center, 600 2<sup>nd</sup> Street NW, Albuquerque, NM 87102.  
Fees must be paid at the time of application. Refer to supplemental forms for submittal requirements.

**APPLICATION INFORMATION:**

Professional/Agent (if any): LANA HUTCHISON/HUTCHISON PROPERTIES, LLC PHONE: 505-306-1504  
 ADDRESS: 7404 WADI MUSA DR NE FAX: 505-797-7097  
 CITY: ALBUQUERQUE STATE: NM ZIP: 87122 E-MAIL: Lahutchiso@msa.com  
 APPLICANT: SAA PHONE: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_ FAX: \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_ E-MAIL: \_\_\_\_\_  
 Proprietary interest in site: \_\_\_\_\_ List all owners: \_\_\_\_\_

DESCRIPTION OF REQUEST: SIA EXTENSION

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. LOT 30B TRACT 1 Block: 16 Unit: 3  
 Subdiv/Addn/TBKA: NORTH ALBUQUERQUE ACRES  
 Existing Zoning: R-D 3 DW/A Proposed zoning: \_\_\_\_\_ MRGCD Map No \_\_\_\_\_  
 Zone Atlas page(s): B-20-2 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.):  
DRB 1007672 PROJECT # 770384

**CASE INFORMATION:**

Within city limits?  Yes Within 1000FT of a landfill? NO  
 No. of existing lots: 1 No. of proposed lots: \_\_\_\_\_ Total site area (acres): \_\_\_\_\_  
 LOCATION OF PROPERTY BY STREETS: On or Near: GLENDALE EAST OF BARSTOW  
 Between: BARSTOW and VENTURA  
 Check if project was previously reviewed by: Sketch Plat/Plan  or Pre-application Review Team(PRT)  Review Date: \_\_\_\_\_

SIGNATURE Lana Hutchison DATE 1/16/18  
 (Print Name) LANA HUTCHISON Applicant:  Agent:

**FOR OFFICIAL USE ONLY**

Revised: 11/2014

<input type="checkbox"/> INTERNAL ROUTING	Application case numbers	Action	S.F.	Fees
<input type="checkbox"/> All checklists are complete	_____	_____	_____	\$ _____
<input type="checkbox"/> All fees have been collected	_____	_____	_____	\$ _____
<input type="checkbox"/> All case #s are assigned	_____	_____	_____	\$ _____
<input type="checkbox"/> AGIS copy has been sent	_____	_____	_____	\$ _____
<input type="checkbox"/> Case history #s are listed	_____	_____	_____	\$ _____
<input 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				\$ _____
	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.**

*MINOR*

**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.

*LANA HUTCHISON*  
 Applicant name (print)  
*Lana Hutchison 7/16/18*  
 Applicant signature / date



Form revised **October 2007**

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

Application case numbers  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

**Hutchison Properties, LLC.**

**Lana Hutchison**

**7404 Wadi Musa Dr. NE**

**Albuquerque, NM 87122**

**lahutchis@msn.com**

**505-306-1501 cell**

**January 16, 2018**

**City of Albuquerque**

**Planning Department**

**Development Review Board**

**To the Planning Department,**

**We need to request another extension to the SIA for Lot 30B, Block 16, Tract 1 North Albuquerque Acres. The original project # was 1007672. The new project number is 770384. This is for future storm sewer and paving. There is also a sidewalk deferral for this project. The lot is located on the north side of Glendale between Barstow and Ventura NE.**

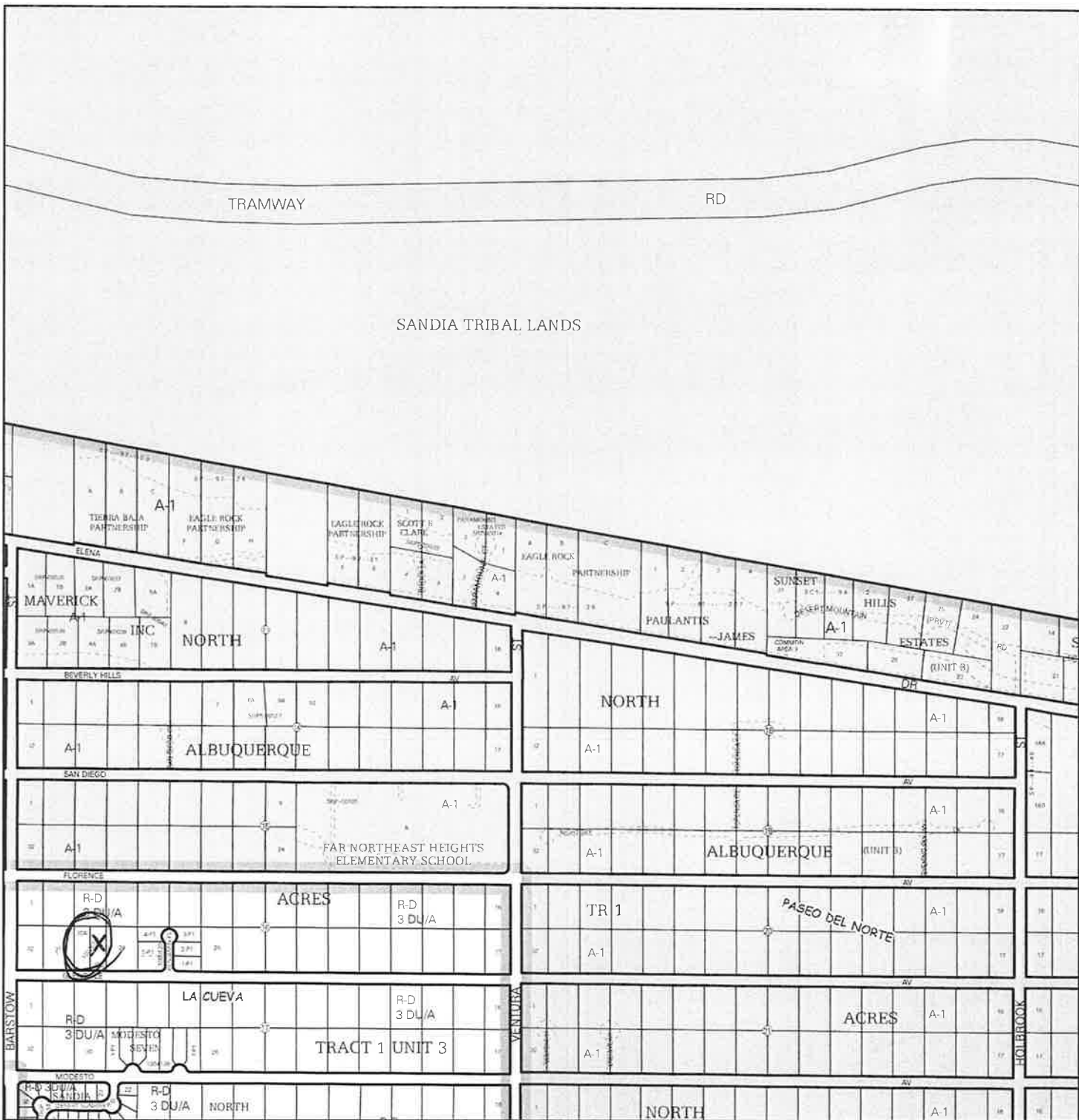
**Thank you for your attention to this request.**

**Sincerely,**

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

**Lana Hutchison**

**Please call 505-306-1501 for any questions.**



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

Map amended through: 9/2/2014

Note: Grey Shading Represents Area Outside of the City Limits

Zone Atlas Page:  
**B-20-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





## OFFICIAL NOTICE OF DECISION

CITY OF ALBUQUERQUE  
PLANNING DEPARTMENT  
DEVELOPMENT REVIEW BOARD

January 27, 2016

**Project# 1007672**  
16DRB-70021 - 2YR SUBD IMP AGMT EXT (2YR SIA)

LANA HUTCHISON/HUTCHISON PROPERTIES, LLC request(s) the above action(s) for all or a portion of Lot(s) 30B, Block(s) 16, Tract(s) 1, **NORTH ALBUQUERQUE ACRES Unit(s) 3**, zoned R-D 3 W/A, located on **GLENDAL E EAST OF BARSTOW (B-20)**


At the **January 27, 2016** Development Review Board meeting, the two year extension of the Subdivision Improvements Agreement was approved.

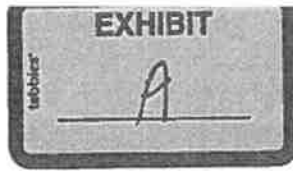
If you wish to appeal this decision, you must do so by **February 11, 2016**, in the manner described below.

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



OFFICIAL NOTICE OF DECISION

CITY OF ALBUQUERQUE  
PLANNING DEPARTMENT  
DEVELOPMENT REVIEW BOARD

December 4, 2013

Project# 1007672  
13DRB-70768 MINOR - 2YR SUBD IMP AGMT EXT (2YR SIA)

MARSTER HOMECRAFTERS INC request(s) the above action(s) for all or a portion of Lot(s) 30A & 30B, Block(s) 16, **NORTH ALBUQUERQUE ACRE TRACT 1 Unit(s) 3**, zoned 3 DU/A RD, located on GLENDALE NORTH SIDE BETWEEN BARSTOW AND VENTURA containing approximately .89 acre(s). (B-20)

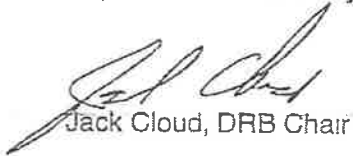
At the December 4, 2013 Development Review Board meeting, a two year extension of the Subdivision Improvements Agreement was approved.

If you wish to appeal this decision, you must do so by December 19, 2013, in the manner described below.

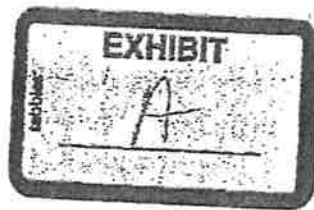
Appeal is to the Land Use Hearing Officer. Any person aggrieved with any determination of the Development Review Board may file an appeal on the Planning Department form, to the Planning Department, within 15 days of the Development Review Board's decision. The date the determination in question is issued 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: MARSTER HOMECRAFTERS INC  
Marilyn Maldonado  
File



## OFFICIAL NOTICE OF DECISION

CITY OF ALBUQUERQUE  
PLANNING DEPARTMENT  
DEVELOPMENT REVIEW BOARD

November 30, 2011

Project# 1007672  
11DRB-70331 MAJOR - 2YR SUBD IMP AGMT EXT (2YR SIA)

JOHN SCHIFFER/MASTER HOMECRAFTERS INC. agent(s) for JOHN SCHIFFER/MASTER HOMECRAFTERS INC. request(s) the above action(s) for all or a portion of Lot(s) 30 A & B, Block(s) 16, Tract(s) 1, **NORTH ALBUQUERQUE ACRES Unit(s) 3**, zoned R-D, located on GLENDALE EAST OF BARSTOW (B-20)

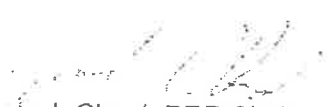
At the November 30, 2011 Development Review Board meeting, a two year extension of the Subdivision Improvements Agreement was approved.

If you wish to appeal this decision, you must do so by December 8, 2011, 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: John Schiffer/Master Homecrafters Inc. – 5924 Anaheim Ave NE Ste B –  
Albuquerque, NM 87113  
Marilyn Maldonado  
file





OFFICIAL NOTICE OF DECISION

CITY OF ALBUQUERQUE  
PLANNING DEPARTMENT  
DEVELOPMENT REVIEW BOARD

August 5, 2009

**Project# 1007672**  
09DRB-70258 MINOR - TEMP DEFR SWDK CONST

CLARK CONSULTING ENGINEERS agent(s) for MASTER HOMECRAFTERS, INC. request(s) the above action(s) for all or a portion of Lot(s) 30, Block(s) 16, Tract(s) 1, **NORTH ALBUQUERQUE ACRES Unit(s) 3**, zoned R-D, located on GLENDALE AVE NE BETWEEN BARSTOW NE AND VENTURA NE containing approximately 0.88 acre(s). (B-20)

At the August 5, 2009 Development Review Board meeting the temporary deferral of construction of sidewalks on the interior streets was approved as shown on exhibit 'C' in the planning file.

Jack Cloud, AICP, DRB Chair

Cc: Clark Consulting Engineers – 19 Ryan Rd – Edgewood, NM 87015  
C: Master Homecrafters, Inc. – 5924 Anaheim Ne, Ste B – Albuquerque, NM 87113  
Marilyn Maldonado  
File

\* NEED THIS

**ORIGINAL**

INFRASTRUCTURE LIST  
 EXHIBIT "A"  
 TO SUBDIVISION IMPROVEMENTS AGREEMENT  
 DEVELOPMENT REVIEW BOARD (D.R.B.) REQUIRED INFRASTRUCTURE LIST  
 PLAT OF LOT 30-A & 30-B, BLK. 16, TR. 1, UNIT 3, NORTH ALBUQUERQUE ACRES  
 PROPOSED NAME OF PLAT AND/OR SITE DEVELOPMENT PLAN

Date Submitted: 10/26/09  
 Date Site Plan Approved: 7-8-09  
 Date Preliminary Plat Approved: 7-8-09  
 Date Preliminary Plat Expires: 7-8-10  
 DRB Project No.: 100-7672-  
 DRE Application No.: 08CRB-00-226  
08/10/09

LOT 30... BLK. 16, TR. 1, UNIT 3, NAA  
 EXISTING LEGAL DESCRIPTION PRIOR TO PLATTING ACTION

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 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	Constructed Under	Size	Type of Improvement	Location	From	To	Construction Certification
DRC #	DRC #						Private P.E. Inspector City Const Engineer
		4" W	SIDEWALK, PCC, 4" THICK * Δ	GLENDALE AVE.	FRONTAGE (Sutcher) Lot 30-A Δ	SE CORNER Lot 30-A Δ	/ / /
		STD	STD CURB/GUTTER	GLENDALE	FRONTAGE (Sutcher) Lot 30-A Δ	SE CORNER Lot 30-B Δ	/ / /
		72" DIA.	RCP STORM SEWER (82.5 FB) Δ	GLENDALE	FRONTAGE (Sutcher) Lot 30-B Δ	SE CORNER (Lot 30-B) Δ	/ / /
		24" W	RESIDENTIAL PMWT, 24" WIDE	GLENDALE	FRONTAGE (Sutcher) Lot 30-A Δ	SE CORNER Lot 30-B Δ	/ / /
		4" wide Δ	Sidewalk Δ *	Glen Dale Δ	Sub Corner Lot 30-A Δ	SE Corner Lot 30-B Δ	/ / /

The items listed below are on the CDP 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.

Financing	Quaranteed DRG #	Constructed Under DRG #	Size	Type of Improvement	Location	From	To	Construction Certification			
								Inspector	P.E.	City Const Engineer	

NOTES

If the site is located in a floodplain, then the financial guarantee will not be released until the LOMA is approved by FEMA.  
Street lights per City requirements.

1 \*Deferred A

2

3

AGENT OWNER DEVELOPMENT REVIEW BOARD MEMBER APPROVALS

Philip Clark  
NAME (print)

Clark Consulting Engineers  
FIRM

*Philip Clark*  
SIGNATURE - date 07/30/09

*Philip Clark*  
DRB CHAIR - date 07/08/09

*Philip Clark*  
TRANSPORTATION DEVELOPMENT date 7/8/09

*Philip Clark*  
UTILITY DEVELOPMENT - date 7/8/09

*Bradley J. Bishop*  
CITY ENGINEER - date 7/8/09

*Christina Sandora*  
PARKS & RECREATION - date 7/8/09

AMAFCA - date

- date

- date

DESIGN REVIEW COMMITTEE REVISIONS

REVISION	DATE	DRG CHAIR	USER DEPARTMENT	AGENT OWNER
A	08/10/09	<i>Philip Clark</i>	<i>Philip Clark</i>	<i>Philip Clark</i>
A	09/08/09	<i>Philip Clark</i>	<i>Philip Clark</i>	<i>Philip Clark</i>