



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 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): SURV TEK INC PHONE: 897-3366
ADDRESS: 9384 VALLEY VIEW DRIVE N.W. FAX: 897-3377
CITY: ALBUQUERQUE STATE NM ZIP 87114 E-MAIL: richard-g@survtek.com
APPLICANT: MARK TEKIN PHONE: 504-2446
ADDRESS: 8104 VIA NEGRE N.E. FAX: ---
CITY: ALBUQUERQUE STATE NM ZIP 87122 E-MAIL: ---
Proprietary interest in site: OWNERS List all owners: TEKIN AND ASSOCIATES

DESCRIPTION OF REQUEST: MINOR SUBDIVISION PRELIMINARY/FINAL PLAT
APPROVAL

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 22 THRU 24 Block: 16 Unit: ---
Subdiv/Addn/TBKA: UNIVERSITY HEIGHTS
Existing Zoning: SU-2 Proposed zoning: SU-2 MRGCD Map No N/A
Zone Atlas page(s): K-16-Z UPC Code: 1 016 057 137 291 32910

CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX_Z-, V-, S-, etc.): 1008301

CASE INFORMATION:

Within city limits? ☒ Yes Within 1000FT of a landfill? N/A
No. of existing lots: 3 No. of proposed lots: 1 Total site area (acres): .4890
LOCATION OF PROPERTY BY STREETS: On or Near: SOUTHWEST CORNER OF CENTRAL + COLUMBIA
Between: COLUMBIA DRIVE and STANFORD DRIVE
Check if project was previously reviewed by: Sketch Plat/Plan ☐ or Pre-application Review Team(PRT) ☐ Review Date: ---

SIGNATURE [Signature] DATE 5-1-2017
(Print Name) Paul Garcia Applicant: ☐ Agent: ☐

FOR OFFICIAL USE ONLY

- ☐ **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

Hearing date _____

Action

S.F.

Fees

\$ _____
\$ _____
\$ _____
\$ _____
\$ _____
Total
\$ _____

Revised: 11/2014

Project # _____

Staff signature & Date _____

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

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

Your attendance is

- 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

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.

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.

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

Rick Garcia
Applicant name (print)
[Signature] 5-1-2017
Applicant signature / date



Form revised October 2007

- | | |
|--|--------------------------|
| <input type="checkbox"/> Checklists complete | Application case numbers |
| <input type="checkbox"/> Fees collected | _____ - _____ - _____ |
| <input type="checkbox"/> Case #s assigned | _____ - _____ - _____ |
| <input type="checkbox"/> Related #s listed | _____ - _____ - _____ |

Project # _____ Planner signature / date _____