

SITE DEVELOPMENT PLAN FOR SUBDIVISION CHECKLIST

This checklist is used by the Planning Department to verify the completeness of site development plans submitted for review by the Environmental Planning Commission (EPC) and Development Review Board (DRB). Because development proposals vary in type and scale, there may be submittal requirements that are not specified here and Planning Staff may require additional information. Nonetheless, it is the applicant's responsibility to provide a complete submittal.

Site development plans should generally be composed of the following plan sheets. **The Applicant shall include and check off all items shown on the site plan or write in "n/a" if not applicable.**

NOTE: MAXIMUM SIZE FOR SUBMITTAL IS 24" X 36", or as pre-approved by Planning Staff

SHEET # 1 – SITE PLAN (Required)

1. Scale: at least 1" = 100'
2. Bar Scale
3. North Arrow
4. Vicinity Map
5. Signature Block (for DRB site dev. plans only)
6. The Site (property lines)
7. Current/Existing Zoning
8. Proposed Use(s) and List of Applicable Plans
9. Pedestrian Ingress and Egress (Access)
10. Vehicular Ingress and Egress (Access)
11. Any Internal Circulation Requirements
12. Existing easements with recording information
13. For each lot:
 - a. Maximum Building Height
 - b. Minimum Building Setback
 - c. Maximum Total Dwelling Units and / or
 - d. Maximum Floor Area Ratio (F.A.R.) for Nonresidential Uses

SHEET # 2 – CONCEPTUAL GRADING AND DRAINAGE PLAN

- A. Conceptual Grading and Drainage Plan is required for the following:
 - Commercial Development: The applicant shall consult with the City Engineer or his/her designee to determine what documentation is necessary to provide the EPC and/or DRB with an understanding of site topography and how it relates to adjacent property.
 - Residential Development, Volcano Heights Sector Development Plan, or other sector development plans that do not require a site development plan for building permit submittal: Show existing and proposed contours, Finished Floor Elevation, retaining wall heights, approximate street slopes, ponding and flood zone status.
- B. For sites 5 acres or greater or for sites where drainage infrastructure is required, a Drainage Report is required to be submitted, but does not have to be approved at time of submittal.

SHEET # 3 – DESIGN STANDARDS (OPTIONAL – beneficial if seeking delegation of EPC approval authority for future site development plans for building permit)

ACCOMPANYING MATERIAL

- A. Fee payment
- B. Complete application
- C. Written Summary of Request including a narrative describing compliance with applicable plans and/or zoning requirements per §14-16-3-11(B) of the Comprehensive Zoning Code.
- D. 8-1/2" x 11" reductions
- E. **Electronic Copy (pdf) of Site Development Plan**

CITY OF ALBUQUERQUE

TRAFFIC IMPACT STUDY (TIS) FORM

APPLICANT: Tract 5 U2 + Group 11 U26 VC DATE OF REQUEST: 2/23/17 ZONE ATLAS PAGE(S): C11

CURRENT:

ZONING SU2 VC Mx, SU2 VC UR

PARCEL SIZE (AC/SQ. FT.) 18.8 acres

LEGAL DESCRIPTION:

~~LOT OR TRACT #~~, Blk 2, Block # Tract 4, 5, Blk 6
SUBDIVISION NAME Unit 26, Volcanoclipps Subdiv.

REQUESTED CITY ACTION(S):

ANNEXATION []

SITE DEVELOPMENT PLAN:

ZONE CHANGE []: From _____ To _____

SUBDIVISION* AMENDMENT []

SECTOR, AREA, FAC, COMP PLAN []

BUILDING PERMIT [] ACCESS PERMIT []

AMENDMENT (Map/Text) []

BUILDING PURPOSES [] OTHER []

*includes platting actions

PROPOSED DEVELOPMENT:

GENERAL DESCRIPTION OF ACTION: FAR O-3

NO CONSTRUCTION/DEVELOPMENT

OF UNITS: _____

NEW CONSTRUCTION []

BUILDING SIZE: _____ (sq. ft.)

EXPANSION OF EXISTING DEVELOPMENT []

5.11 AC Multi-family
13.68 AC Office + Retail
Resid max. 102 units.

for entire site.

Note: changes made to development proposals / assumptions, from the information provided above, will result in a new TIS determination.

APPLICANT OR REPRESENTATIVE P. M. ...

DATE 2/23/2017

(To be signed upon completion of processing by the Traffic Engineer)

Planning Department, Development & Building Services Division, Transportation Development Section -
2ND Floor West, 600 2ND St. NW, Plaza del Sol Building, City, 87102, phone 924-3994

TRAFFIC IMPACT STUDY (TIS) REQUIRED: YES NO [] BORDERLINE []

THRESHOLDS MET? YES NO [] MITIGATING REASONS FOR NOT REQUIRING TIS: PREVIOUSLY STUDIED: []

Notes:

TIS is required to be approved prior to approval of Platting action. Note: 4/12/17 TIS submitted 4/12/17, Study by Terry Brown, date April 11, 2017.

If a TIS is required: a scoping meeting (as outlined in the development process manual) must be held to define the level of analysis needed and the parameters of the study. **Any subsequent changes to the development proposal identified above may require an update or new TIS.**

[Signature]
TRAFFIC ENGINEER

2/23/17
DATE

Required TIS **must be completed prior to applying to the EPC and/or the DRB.** Arrangements must be made prior to submittal if a variance to this procedure is requested and noted on this form, otherwise the application may not be accepted or deferred if the arrangements are not complied with.

TIS -SUBMITTED ///
-FINALIZED ///

TRAFFIC ENGINEER _____ DATE _____