



Supplemental Form (SF)

**SUBDIVISION**

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

**SITE DEVELOPMENT PLAN**

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

**STORM DRAINAGE (Form D)**

- Storm Drainage Cost Allocation Plan

**S Z ZONING & PLANNING**

- Annexation
- Zone Map Amendment (Establish or Change Zoning, includes Zoning within Sector Development Plans)
- 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
- 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): PRECISION SURVEYS, INC. PHONE: 856-5700  
 ADDRESS: PO BOX 90636 FAX: 856-7900  
 CITY: ALBUQUERQUE STATE NM ZIP 87199 E-MAIL: LARRY@PRESURV.COM

APPLICANT: RAFAEL H. VIGIL PHONE: 270-6276  
 ADDRESS: 9101 OSUNA PLACE, N.E. FAX: \_\_\_\_\_  
 CITY: ALBUQUERQUE STATE NM ZIP 87111 E-MAIL: \_\_\_\_\_

Proprietary interest in site: \_\_\_\_\_ List all owners: \_\_\_\_\_

DESCRIPTION OF REQUEST: VACATION OF A PORTION OF MOON STREET, N.E.

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. 35 Block: N/A Unit: N/A  
 Subdiv/Addn/TBKA: CRESTVIEW PATIO HOMES  
 Existing Zoning: SU-1 PRD Proposed zoning: SU-1 PRD MRGCD Map No N/A  
 Zone Atlas page(s): F-20 UPC Code: 10200612702334/801

**CASE HISTORY:**

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX\_Z\_, V\_, S\_, etc.): 12DRB-70185, 1009328

**CASE INFORMATION:**

Within city limits?  Yes Within 1000FT of a landfill?   
 No. of existing lots: 1 No. of proposed lots: 1 Total site area (acres): 0.25  
 LOCATION OF PROPERTY BY STREETS: On or Near: 9101 OSUNA PLACE, N.E.  
 Between: OSUNA and SPAIN

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

SIGNATURE [Signature] DATE AUGUST 02, 2012

(Print Name) LARRY W. MEDRANO Applicant:  Agent:

**FOR OFFICIAL USE ONLY**

Revised: 4/2012

| INTERNAL ROUTING   | Application case numbers | Action     | S.F.  | Fees             |
|--|--------------------------|------------|-------|------------------|
| <input checked="" type="checkbox"/> All checklists are complete  | <u>12 DRB - 70234</u>    | <u>VRW</u> | _____ | \$ <u>300.00</u> |
| <input checked="" type="checkbox"/> All fees have been collected | _____                    | <u>ADV</u> | _____ | \$ <u>75.00</u>  |
| <input checked="" type="checkbox"/> All case #s are assigned     | _____                    | <u>CMF</u> | _____ | \$ <u>20.00</u>  |
| <input checked="" 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                  | _____                    | _____      | _____ | \$ _____         |
| <input type="checkbox"/> F.H.D.P. fee rebate                     | _____                    | _____      | _____ | \$ _____         |
| Hearing date <u>August 29, 2012</u>                              |                          |            |       | Total            |
| _____ <u>8-3-12</u>  |                          |            |       | \$ <u>395.00</u> |

Staff signature & Date \_\_\_\_\_ Project # 1009328

FORM V: SUBDIVISION VARIANCES & VACATIONS

- BULK LAND VARIANCE (DRB04)** (PUBLIC HEARING CASE)
  - Application for Minor Plat on FORM S-3, including those submittal requirements. **24 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 Community & 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)**
- 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) **24 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") **24 copies**
  - Zone Atlas map with the entire property(ies) clearly outlined
  - Letter briefly describing, explaining, and justifying the request
  - Office of Community & 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") **24 copies**
  - Zone Atlas map with the entire property(ies) clearly outlined
  - Letter briefly describing, explaining, and justifying the variance
  - Office of Community & 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)**
- 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.

  
 Applicant name (print) Marco L. Cisneros  
 Applicant signature / date [Signature] 8/3/12

  
 Form revised 4/07  
[Signature] 8-3-12  
 Planner signature / date  
 Project # 1009328

- Checklists complete
  - Fees collected
  - Case #s assigned
  - Related #s listed
- Application case numbers  
12 - DRB - 70234  
 \_\_\_\_\_  
 \_\_\_\_\_

# SIGN POSTING AGREEMENT

## REQUIREMENTS

### POSTING SIGNS ANNOUNCING PUBLIC HEARINGS

All persons making application to the City under the requirements and procedures established by the City Zoning Code or Subdivision Ordinance are responsible for the posting and maintaining of one or more signs on the property which the application describes. Vacations of public rights-of-way (if the way has been in use) also require signs. Waterproof signs are provided at the time of application. If the application is mailed, you must still stop at the Development Services Front Counter to pick up the sign.

The applicant is responsible for ensuring that the signs remain posted throughout the 15-day period prior to public hearing. Failure to maintain the signs during this entire period may be cause for deferral or denial of the application. Replacement signs for those lost or damaged are available from the Development Services Front Counter at a charge of \$3.75 each.

1. LOCATION

- A. The sign shall be conspicuously located. It shall be located within twenty feet of the public sidewalk (or edge of public street). Staff may indicate a specific location.
- B. The face of the sign shall be parallel to the street, and the bottom of the sign shall be at least two feet from the ground.
- C. No barrier shall prevent a person from coming within five feet of the sign to read it.

2. NUMBER

- A. One sign shall be posted on each paved street frontage. Signs may be required on unpaved street frontages.
- B. If the land does not abut a public street, then, in addition to a sign placed on the property, a sign shall be placed on and at the edge of the public right-of-way of the nearest paved City street. Such a sign must direct readers toward the subject property by an arrow and an indication of distance.

3. PHYSICAL POSTING

- A. A heavy stake with two crossbars or a full plywood backing works best to keep the sign in place, especially during high winds.
- B. Large headed nails or staples are best for attaching signs to a post or backing; the sign tears out less easily.

4. TIME

Signs must be posted from August, 14, 2012 to August, 29, 2012

5. REMOVAL

- A. The sign is not to be removed before the initial hearing on the request.
- B. The sign should be removed within five (5) days after the initial hearing.

I have read this sheet and discussed it with the Development Services Front Counter Staff. I understand (A) my obligation to keep the sign(s) posted for (15) days and (B) where the sign(s) are to be located. I am being given a copy of this sheet.

Marco J. Cionerup  
(Applicant or Agent)

8/31/12  
(Date)

I issued 2 signs for this application, 8-3-2012 (Date) [Signature] (Staff Member)

DRB PROJECT NUMBER: 1009328



OFFICE LOCATION:  
5571 Midway Park Place, NE  
Albuquerque, NM 87109

MAILING ADDRESS:  
PO Box 90636  
Albuquerque, NM 87199

866.442.8011 TOLL FREE  
505.856.5700 PHONE  
505.856.7900 FAX  
www.precision-surveys.com

August 2, 2012

Mr. Jack Cloud, Chair  
Development Review Board  
Planning Development Services Division  
600 2<sup>nd</sup> Street NW  
Albuquerque, NM 87102

RE: REQUEST FOR VACATION OF A PORTION OF MOON STREET, NE

Dear Mr. Cloud,

Precision Surveys, Inc. is agent for the property owner of 9101 Osuna Place, NE being Lot numbered 35, Crestview Patio Homes. The lot is at the northeast corner of Moon Street and Osuna Place as shown on the attached zone atlas page.

Moon Street is not constructed from Osuna Place going north adjacent to the west side of the subject property. There is an existing pedestrian/bike trail within this right of way.

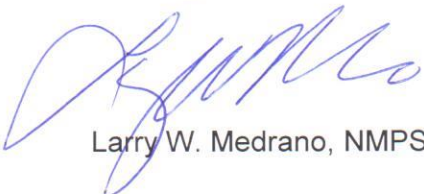
The subject property has an existing block wall that encroaches into the east five feet of Moon Street. This encroachment has been in place since 1984. There is an existing Encroachment Contract with the City of Albuquerque. The owner desires to have the area being encroached upon vacated so it can be purchased from the City and replatted into the existing lot. A sketch showing the existing condition and the area to be vacated is attached for your use.

Approval of this request will not alter the existing bike path. All existing improvements will remain in place.

Please call me if you have any questions or if you need additional information.

Thank you for your consideration.

Best regards,

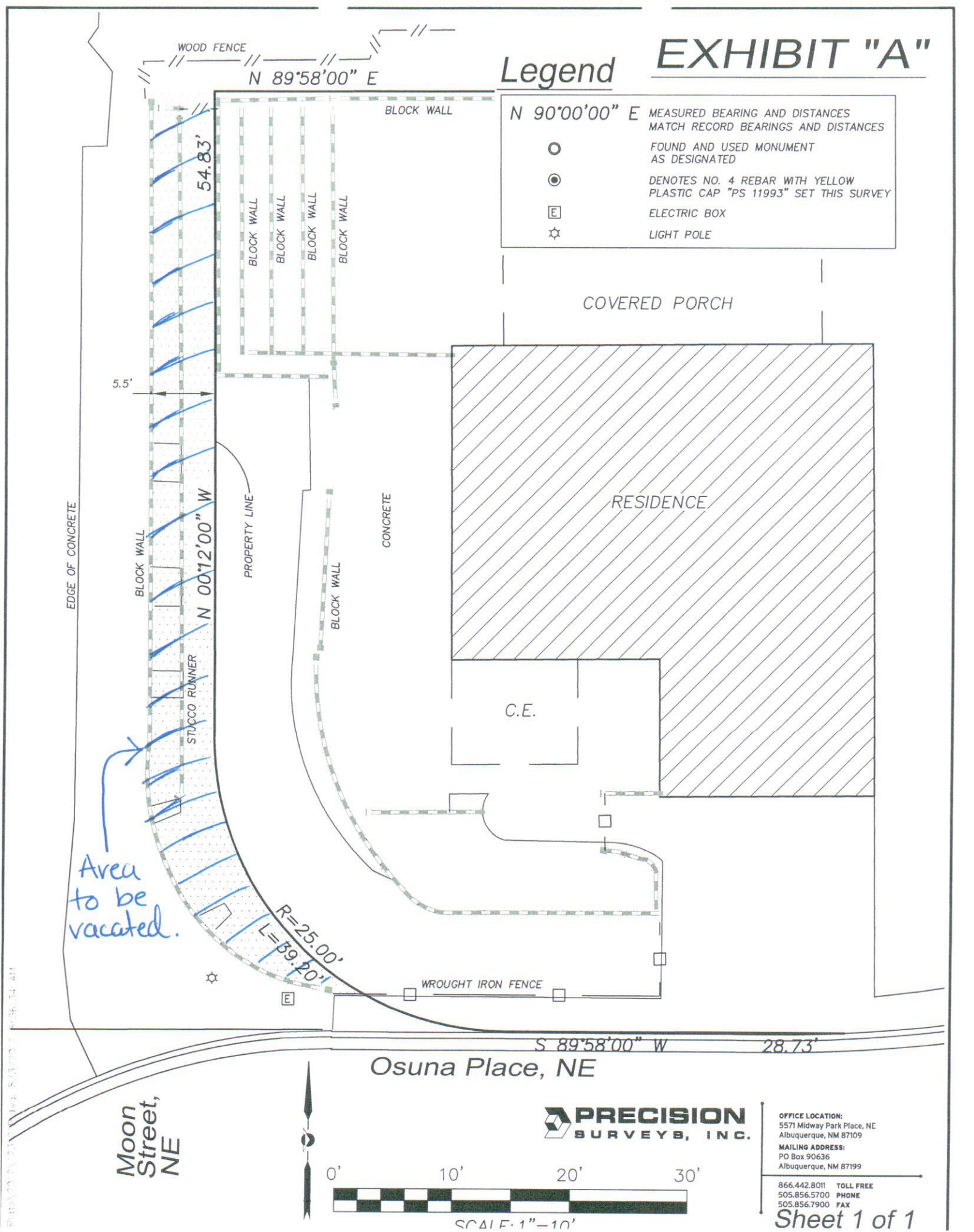


Larry W. Medrano, NMPS

# EXHIBIT "A"

## Legend

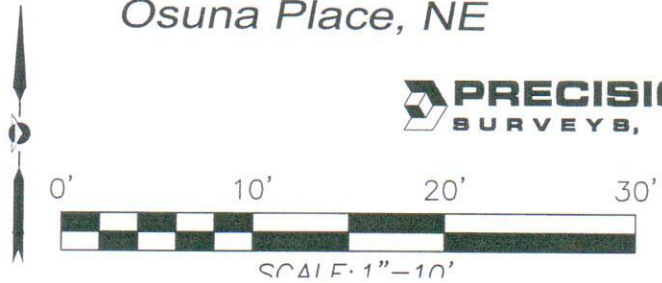
- N 90°00'00" E MEASURED BEARING AND DISTANCES  
MATCH RECORD BEARINGS AND DISTANCES
- FOUND AND USED MONUMENT  
AS DESIGNATED
- ⊙ DENOTES NO. 4 REBAR WITH YELLOW  
PLASTIC CAP "PS 11993" SET THIS SURVEY
- ELECTRIC BOX
- ☆ LIGHT POLE



Moon Street, NE

Osuna Place, NE

**PRECISION SURVEYS, INC.**



**OFFICE LOCATION:**  
5571 Midway Park Place, NE  
Albuquerque, NM 87109  
**MAILING ADDRESS:**  
PO Box 90636  
Albuquerque, NM 87199

866.442.8011 TOLL FREE  
505.856.5700 PHONE  
505.856.7900 FAX

Sheet 1 of 1

Plot: 2024-0531 Date: 5/3/2024 10:36:34 AM



## INTER-OFFICE MEMORANDUM

### COMMENTING AGENCIES

DEBBIE BAUMAN, Transportation Development  
SHABIH RIZVI, Transit & Parking Department  
STEVE MONTIEL, Council of Governments  
LYNN MAZUR, AMAFCA  
STEVE SINK, APD Crime Prevention  
JAY LEE EVANS, Open Space Division  
RAY SANCHEZ, Fire Department  
DAVID KILPATRICK, Zoning Enforcement Inspector  
STEPHANI WINKLEPLECK, Neighborhood Coordination  
DANIEL ARAGON, Public Service Company of New Mexico  
PATRICK SANCHEZ, New Mexico Gas Company  
APRIL WINTERS, Albuquerque Public Schools  
MICHELE RAMIREZ, CenturyLink  
MIKE MORTUS, Comcast Cable  
RAY GOMEZ, Middle Rio Grande Conservancy District (MRGCD)  
SUZANNE BUSCH, Environmental Health

Your comments on the following case(s) are requested. Board hearing date:

PROJECT # 1009328

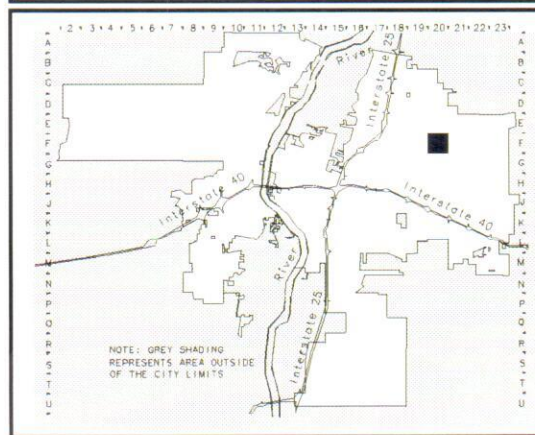
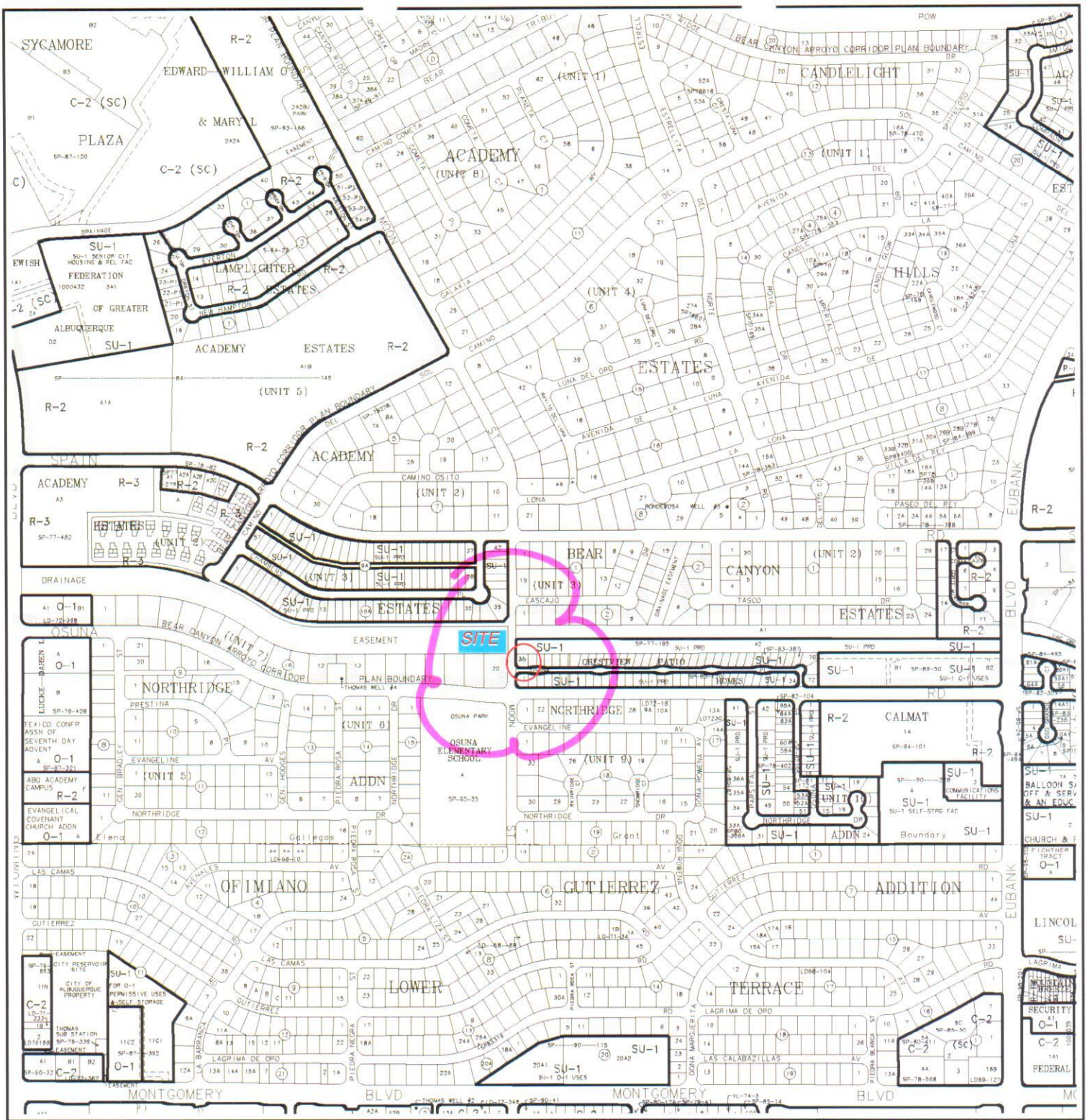
**Wednesday, August 29, 2012**

Comments must be received by:

**Friday, August 29, 2012**

If comments are not received by this date, "no comments" will be listed on the staff report. Attached are copies of the requests.

**If you have any questions, please contact me at 924-3946 or [agomez@cabq.gov](mailto:agomez@cabq.gov)**



CITY OF  
Albuquerque  
A buquerque G eographic I nformation S ystem  
PLANNING DEPARTMENT  
© Copyright 2003

GRAPHIC SCALE IN FEET



Zone Atlas Page

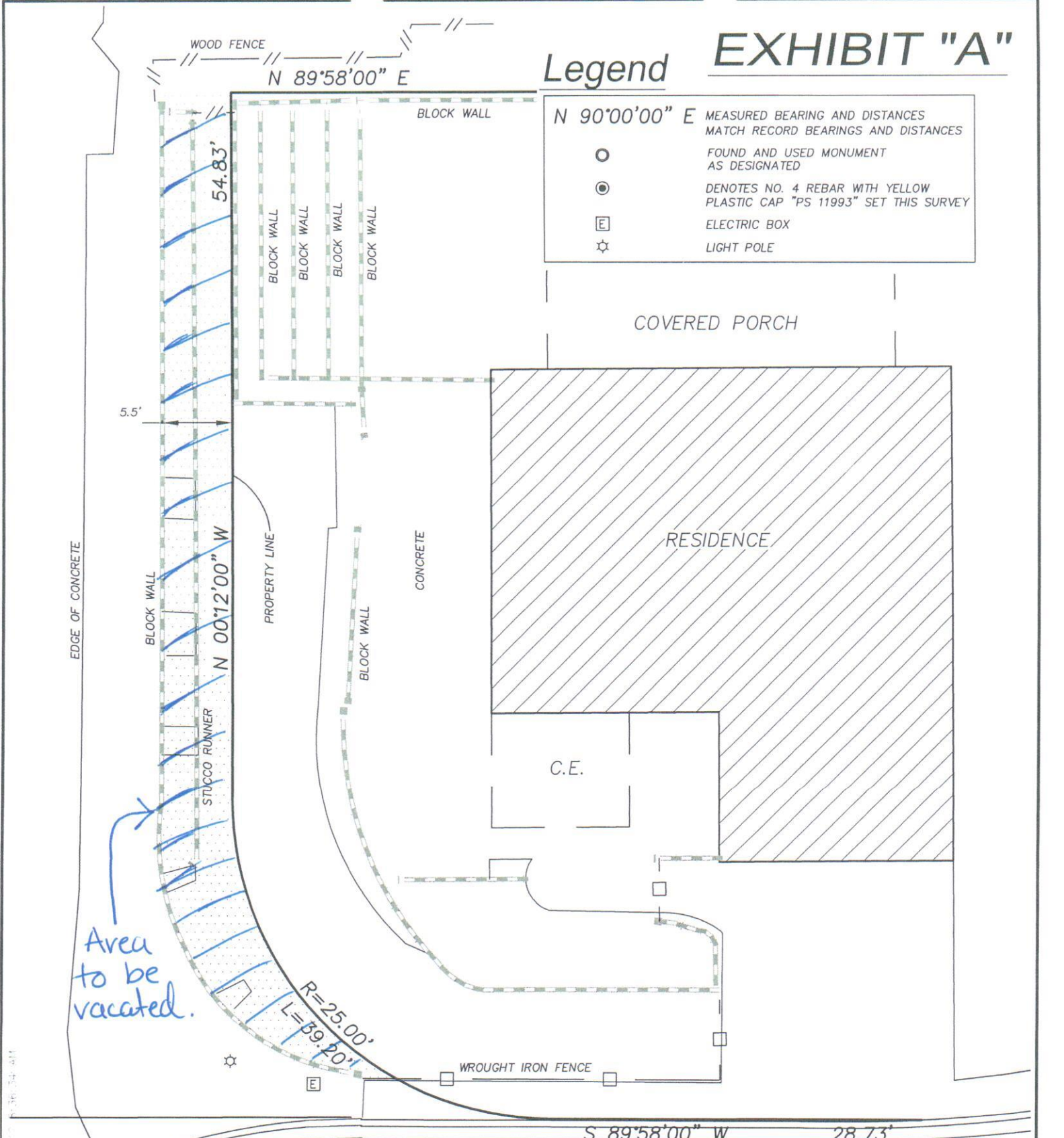
**F-20-Z**

Map Amended through July 31, 2003

# EXHIBIT "A"

## Legend

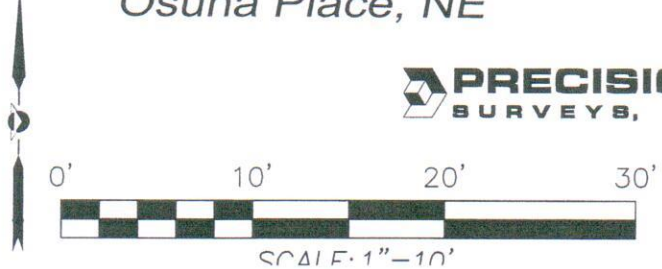
- N 90°00'00" E MEASURED BEARING AND DISTANCES  
MATCH RECORD BEARINGS AND DISTANCES  
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AS DESIGNATED
- 
- ⊙ DENOTES NO. 4 REBAR WITH YELLOW  
PLASTIC CAP "PS 11993" SET THIS SURVEY
- ⊞ ELECTRIC BOX
- ☆ LIGHT POLE



Plats 20-21-22-23-24-25-26-27-28-29-30-31-32-33-34-35-36-37-38-39-40-41

Moon Street, NE

Osuna Place, NE



**PRECISION SURVEYS, INC.**

**OFFICE LOCATION:**  
5571 Midway Park Place, NE  
Albuquerque, NM 87109  
**MAILING ADDRESS:**  
PO Box 90636  
Albuquerque, NM 87199

866.442.8011 TOLL FREE  
505.856.5700 PHONE  
505.856.7900 FAX

Sheet 1 of 1





## City of Albuquerque

P.O. Box 1293, Albuquerque, NM 87103

August 1, 2012

Larry Medrano  
Precision Surveys, Inc.  
P.O. Box 90636/87199  
Phone: 505-856-5700

Dear Larry:

Thank you for your inquiry of **August 1, 2012** requesting the names of **ALL Neighborhood and/or Homeowner Associations** who would be affected under the provisions of O-92 by your proposed project at **(DRB SUBMITTAL) - LOT 35, CRESTVIEW PATIO HOMES, LOCATED AT 9101 OSUNA PLACE NE, BETWEEN MOON STREET NE AND EUBANK BOULEVARD NE** zone map **F-20**.

Our records indicate that the **Neighborhood and/or Homeowner Associations** affected by this proposal and the contact names are as follows:

### **OSUNA PARK N.A. INC. (OPI) "R"**

Stephen Smoogen, 4914 Parsifal NE/87111 293-1645 (h)

Penelope Hoe, 9412 Dona Rowena NE/87111 296-3654 (h)

Please note that according to O-92 you are required to notify each of these contact persons by **certified mail, return receipt requested, before** the Planning Department will accept your application filing. **IMPORTANT! Failure of adequate notification may result in your Application Hearing being deferred for 30 days.** If you have any questions about the information provided, please contact me at (505) 924-3902 or via an e-mail message at [swinklepleck@cabq.gov](mailto:swinklepleck@cabq.gov) or by fax at (505) 924-3913.

Sincerely,

***Stephani Winklepleck***

*Stephani Winklepleck*

Neighborhood Liaison

OFFICE OF NEIGHBORHOOD COORDINATION

Planning Department

**PLEASE NOTE:** The Neighborhood and/or Homeowner Association information listed in this letter is valid for one (1) month.

If you haven't filed your application within one (1) month of the date of this letter - you will need to get an updated letter from our office.

**LETTERS MUST BE SENT TO BOTH CONTACTS OF EACH NEIGHBORHOOD AND/OR HOMEOWNER ASSOCIATION.**

planningrnaform(03/20/12)



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[www.precisionsurveys.com](http://www.precisionsurveys.com)

August 2, 2012  
Mr. Stephen Smoogen  
4914 Parsifal, NE  
Albuquerque, NM 87111

RE: REQUEST FOR VACATION OF A PORTION OF MOON STREET, NE

Dear Mr. Smoogen,

Precision Surveys, Inc. is agent for the property owner of 9101 Osuna Place, NE being Lot numbered 35, Crestview Patio Homes. The lot is at the northeast corner of Moon Street and Osuna Place as shown on the attached zone atlas page.

Moon Street is not constructed from Osuna Place going north adjacent to the west side of the subject property. There is an existing pedestrian/bike trail within this right of way.

The subject property has an existing block wall that encroaches into the east five feet of Moon Street. This encroachment has been in place since 1984. There is an existing Encroachment Contract with the City of Albuquerque. The owner desires to have the area being encroached upon vacated so it can be purchased from the City and replatted into the existing lot. A sketch showing the existing condition and the area to be vacated is attached for your use.

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Best regards,



Larry W. Medrano, NMPS



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[www.precisionsurveys.com](http://www.precisionsurveys.com)

August 2, 2012  
Ms. Penelope Hoe  
9412 Dona Rowena, NE  
Albuquerque, NM 87111

RE: REQUEST FOR VACATION OF A PORTION OF MOON STREET, NE

Dear Ms. Hoe,

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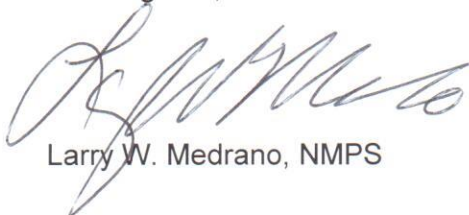
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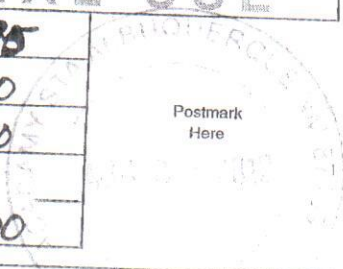
7010 2780 0003 2252 9182

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(Domestic Mail Only; No Insurance Coverage Provided)

For delivery information visit our website at [www.usps.com](http://www.usps.com)

**OFFICIAL USE**

|   |                |
|---|----------------|
| Postage   | \$ 1.95        |
| Certified Fee                                     | 2.80           |
| Return Receipt Fee<br>(Endorsement Required)      | 2.30           |
| Restricted Delivery Fee<br>(Endorsement Required) |                |
| <b>Total Postage &amp; Fees</b>                   | <b>\$ 7.00</b> |



Sent To: Penelope Hoe  
 Street, Apt. No., or PO Box No. 4112 Dona Rowena NE  
 City, State, ZIP+4 Albuquerque, NM 87111

PS Form 3800, August 2006 See Reverse for Instructions

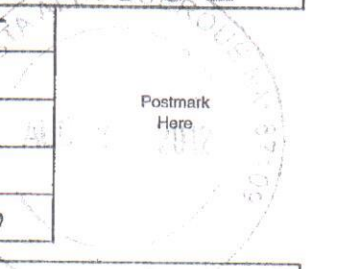
7010 2780 0003 2252 9182

U.S. Postal Service™  
**CERTIFIED MAIL™ RECEIPT**  
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For delivery information visit our website at [www.usps.com](http://www.usps.com)

**OFFICIAL USE**

|   |                |
|---|----------------|
| Postage   | \$ 1.95        |
| Certified Fee                                     | 2.80           |
| Return Receipt Fee<br>(Endorsement Required)      | 2.30           |
| Restricted Delivery Fee<br>(Endorsement Required) |                |
| <b>Total Postage &amp; Fees</b>                   | <b>\$ 7.00</b> |



Sent To: Stephen Swoggen  
 Street, Apt. No., or PO Box No. 4914 Parsifal NE  
 City, State, ZIP+4 Albuquerque, NM 87111

PS Form 3800, August 2006 See Reverse for Instructions

# City of Albuquerque Planning Department

## DEVELOPMENT AND BUILDING SERVICES

STANDARD APPLICATION, Paper Plans Required

### DEVELOPMENT REVIEW BOARD

08/03/2012 Issued By: BLDAVM 157211

Category Code **910**  
**2012 070 234**

**Application Number:** 12DRB-70234, Vacation Of Public Right-Of-Way

**Address:**

**Location Description:** 9101 OSUNA PL NE

**Project Number:** 1009328

#### Applicant

RAFAEL H. VIGIL

9101 OSUNA PL NE  
ALBUQUERQUE NM 87111

#### Agent / Contact

PRECISION SURVEYS INC  
LARRY MEDRANO  
PO BOX 90636  
ALBUQUERQUE NM 87113

LARRY@PRESURV.COM

#### Application Fees

|                          |                 |
|--------------------------|-----------------|
| <b>APN Fee</b>           | <b>\$75.00</b>  |
| <b>Conflict Mgmt Fee</b> | <b>\$20.00</b>  |
| <b>DRB Actions</b>       | <b>\$300.00</b> |
| <b>TOTAL:</b>            | <b>\$395.00</b> |

City of Albuquerque Treasury  
08/03/2012 OFFICE/AMHEX  
Skt# 1048000006 Cashier: KSP XJ  
date: 8/3/12 Trns: 418  
Pmt# 11 2012070234  
Acct # 100-10426  
Payment Total: \$395.00  
1000 APN Fee 125.00  
1001 Conflict Mgmt Fee 20.00  
0900 DRB Action 300.00  
Check Tendered: \$395.00  
Check Tendered: \$395.00