

**CITY OF ALBUQUERQUE  
PLANNING DEPARTMENT  
October 7, 2015  
DRB Comments**

**ITEM # 13**

**PROJECT # 1009506**

**APPLICATION # 15-70357**

**RE: Units 6 & 9, Volcano Cliffs**

Refer to the Volcano Cliffs Sector Development Plan for design regulations as well as Section 14-16-3-16 PRIVATE COMMONS DEVELOPMENT of the Zoning Code.

Connectivity with adjoining property needs to be addressed.

Traffic calming (bump outs/ roundabouts) should be considered adjacent to proposed Tract D given the length of that tract's block.

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Jack Cloud, DRB Chairman  
924-3880/ [jcloud@cabq.gov](mailto:jcloud@cabq.gov)



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 (Form D)**

- 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...**
- 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 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): Bohannan Huston, Inc (Scott Steffen) PHONE: (505) 823-1000  
 ADDRESS: Courtyard I, 7500 Jefferson St NE FAX: (505) 798-7988  
 CITY: Albuquerque STATE NM ZIP 87109 E-MAIL: ssteffen@bhinc.com

APPLICANT: Victory Land, LLC (Scott Schiabor) PHONE: (505) 828-9900  
 ADDRESS: 8300 Carmel Avenue, NE Suite 401 FAX: (505) 828-9901  
 CITY: Albuquerque STATE NM ZIP 87122 E-MAIL: fred@scottpatrickhomes.com  
 Proprietary interest in site: Owner List all owners: \_\_\_\_\_

DESCRIPTION OF REQUEST: Sketch Plat Review for Montecito West Phase 2

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. Tracts 7, 8, 9-C, 10-C, 24-25, 26-A, 26-B and 27/ Tract 14 Block: \_\_\_\_\_ Unit: \_\_\_\_\_  
 Subdiv/Addn/TBKA: Volcano Cliffs Unit 6/Volcano Cliffs Unit 9  
 Existing Zoning: SU-2 Volcano Cliffs Rural Residential (VCRR) Proposed zoning: SU-2 VCRR PCD MRGCD Map No \_\_\_\_\_  
 Zone Atlas page(s): D9 UPC Code: 100906311205030104

**CASE HISTORY:**

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX\_, Z\_, V\_, S\_, etc.): 1009506 13DRB-70486

**CASE INFORMATION:**

Within city limits?  Yes Within 1000FT of a landfill?  No  
 No. of existing lots: 10 No. of proposed lots: 117 Total area of site (acres): 50.6  
 LOCATION OF PROPERTY BY STREETS: On or Near: Quivara Drive  
 Between: Vista Vieja Avenue and Retablo Road

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

SIGNATURE [Signature] DATE 9/29/15

(Print) SCOTT J STEFFEN

Applicant:  Agent:   
 Form revised 4/07

**FOR OFFICIAL USE ONLY**

<input type="checkbox"/> INTERNAL ROUTING	Application case numbers	Action	S.F.	Fees
<input checked="" type="checkbox"/> All checklists are complete	<u>13DRB 70357</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 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>October 7, 2016</u>			Total \$ <u>0</u>

[Signature] 9-29-15  
 Planner signature / date

Project # 1009506

**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.

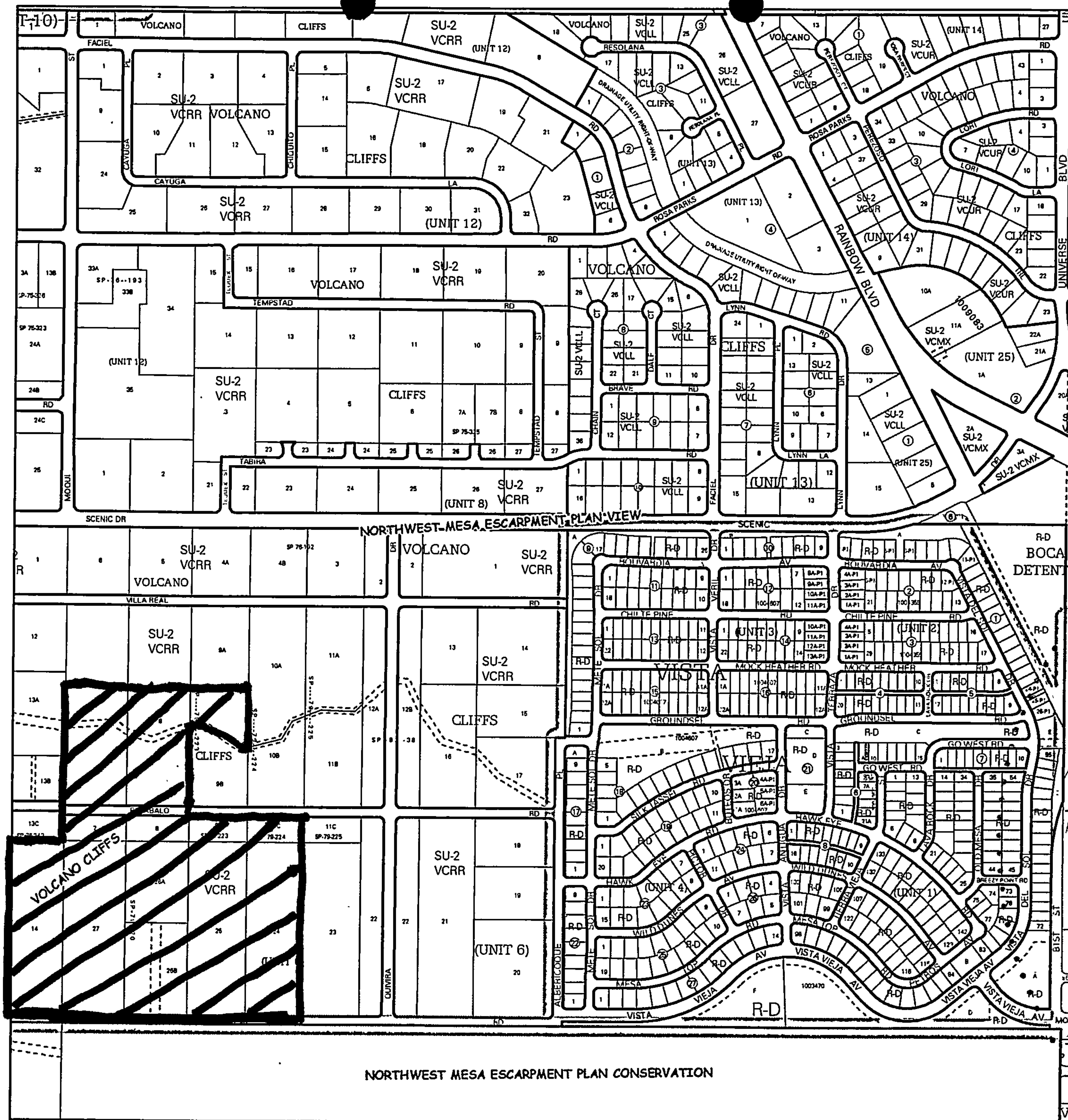
Scott J STEFFEN  
Applicant name (print)  
Scott J Steffen 9/29/15  
Applicant signature / date



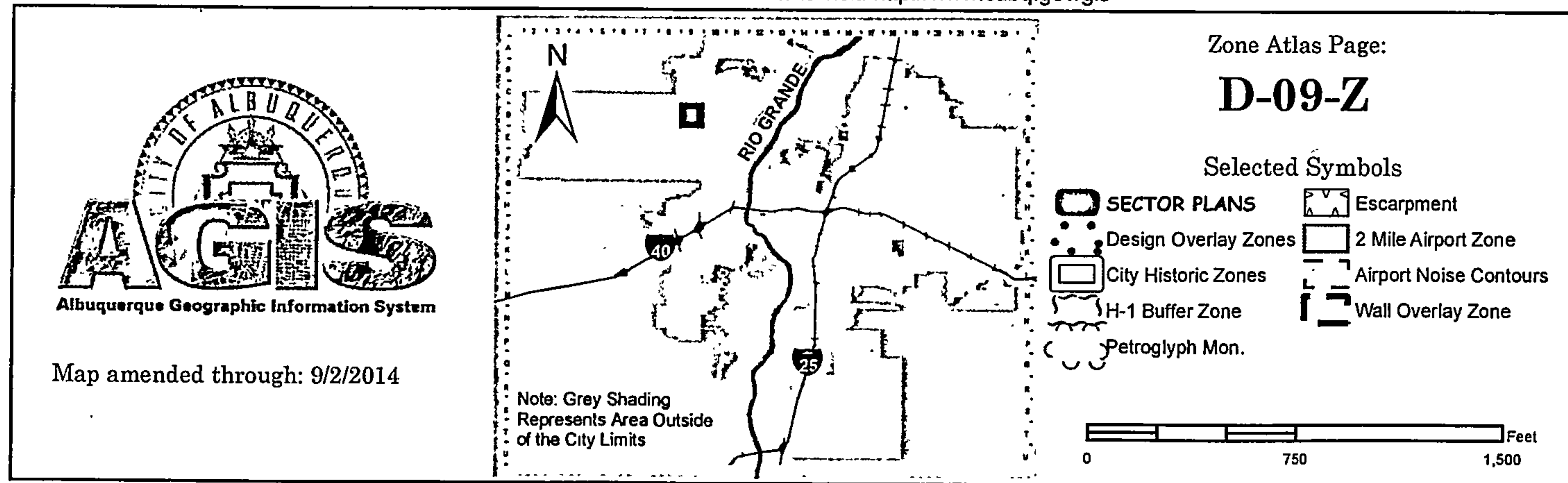
Form revised October 2007

- Checklists complete
  - Fees collected
  - Case #s assigned
  - Related #s listed
- Application case numbers  
15DRB - 70357

Via 9-29-15  
Planner signature / date  
Project # 10001506



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



# Bohannon Huston

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Albuquerque, NM  
87109-4335

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

voice: 505.823.1000  
facsimile: 505.798.7988  
toll free: 800.877.5332

September 29, 2015

Jack Cloud, Chair  
Development Review Board  
City of Albuquerque  
600 Second Street NW  
Albuquerque, NM 87102

Re: Sketch Plat Review and Comment for Montecito West Phase 2

Dear Mr. Cloud:

Enclosed for Development Review Board (DRB) sketch plat review and comment are copies of the following information:

- Development Review Application
- Six (6) copies of the Sketch Plat
- Six (6) copies of the Volcano Cliffs Subdivision Unit 6 plat
- Zone Atlas Map

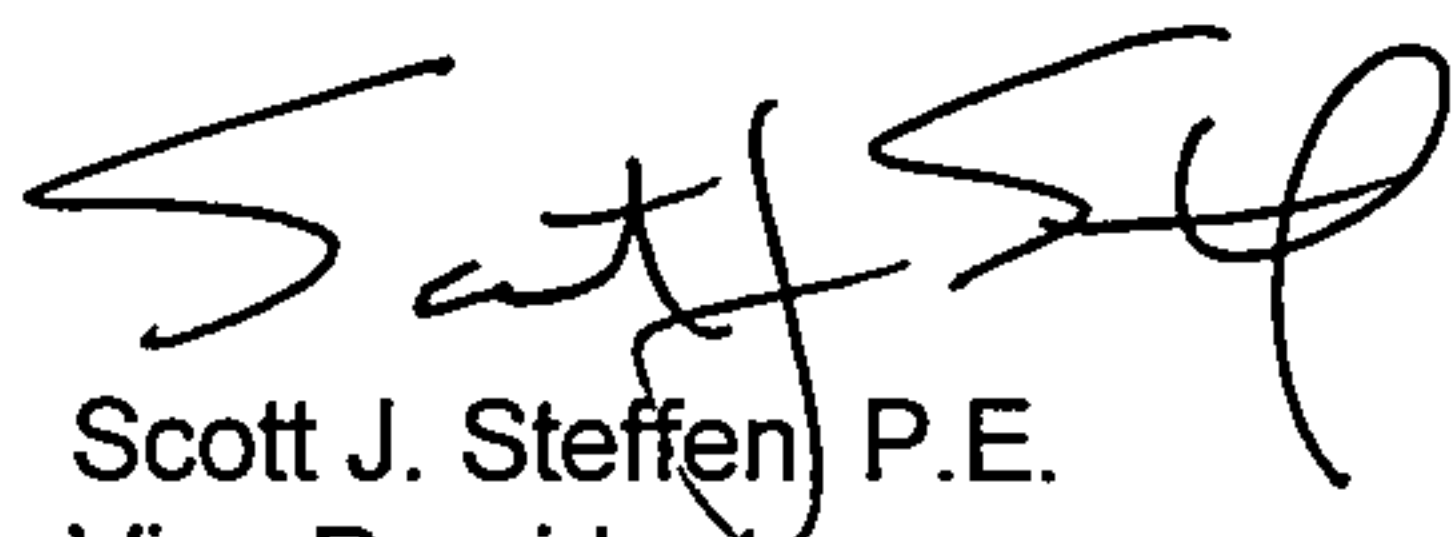
This sketch plat is being represented to the Development Review Board for the purpose of obtaining City input and comment. Proposed is a subdivision of Tracts 7-8, 9-C, 10-C, 24-25, 26-A, 26-B and 27, Volcano Cliffs Subdivision Unit 6, and Tract 14, Volcano Cliffs Subdivision Unit 9, consisting of 117 single-family residential lots on approximately 50.6 acres. The site is located west of the Montecito West Unit 1 Subdivision and can be accessed from Vista Vieja Avenue to the south. The land is currently zoned SU-2, Volcano Cliffs Rural Residential (VCRR).

The project will be developed as a Private Commons Development (PCD) per the City Zoning Code Section 14-16-2-16. It is our understanding that a Site Plan for Subdivision, along with a preliminary plat approval will be required by the Development Review Board. There will also be sidewalk deferral and waiver requests and public easement vacations requests at the time of the preliminary plat application.

The grading and drainage will be addressed in a separate drainage submittal to the City Hydrology department for their review and approval. The drainage outfall will be to the north to the Middle Branch of the Boca Negra Arroyo through Tracts 10-C and 10-B per the approved Montecito West Units 1 and 2 Drainage Plan. Water/sewer availability has not been requested. There is existing sanitary sewer and water in Vista Vieja Avenue. The proposed sewer outfall will be through Tract C, between lots 50 and 51

I would appreciate any comments you may have on the enclosed sketch plat and the information I have mentioned above. Please place this item on the DRB Agenda to be heard on October 7, 2015.

Sincerely,



Scott J. Steffen P.E.  
Vice President  
Community Development & Planning

Enclosures

**Engineering ▲**

**Spatial Data ▲**

**Advanced Technologies ▲**

PROJECT #

1009506

OCTOBER 7. 2015

SK