



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  
  
☐ 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): ROSS HOWARD CO. PHONE: 220-2394  
 ADDRESS: P.O. Box 887 FAX: 897-7111  
 CITY: CORRALES STATE NM ZIP 87048 E-MAIL: chsurvey@comcast.net

APPLICANT: THE SOCIETY OF ST. VINCENT DE PAUL PHONE: \_\_\_\_\_  
 ADDRESS: 1313 IRON AVE SW FAX: \_\_\_\_\_  
 CITY: ALBUQUERQUE STATE NM ZIP 87102 E-MAIL: \_\_\_\_\_

Proprietary interest in site: OWNER List all owners: THE SOCIETY OF ST. VINCENT DE PAUL  
ARCHDIOCESE OF SANTA FE (PAUL)

DESCRIPTION OF REQUEST: VACANT EXISTING  
LOT LINES & CREATE ONE NEW LOT

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. S. 30' LOT 1, & ALL OF LOTS 2, 3, 4 & 5 Block: 11 Unit: \_\_\_\_\_  
 Subdiv/Addn/TBKA: REVISED PLAT OF TIMOTHY CHAPMAN ADDITION  
 Existing Zoning: C-2 Proposed zoning: C-2 MRGCD Map No. N/A  
 Zone Atlas page(s): H-17-2 UPC Code: SEE ATTACHED

### CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX-, Z-, V-, S-, etc.): N/A

### CASE INFORMATION:

Within city limits? ☒ Yes Within 1000FT of a landfill? NO  
 No. of existing lots: 5 No. of proposed lots: 1 (ONE) Total site area (acres): 0.7498 AC.  
 LOCATION OF PROPERTY BY STREETS: On or Near: MENARD BLVD NE  
 Between: GRAVELAND DR NE and SIERRA DR. NE  
 Check if project was previously reviewed by Sketch Plat/Plan ☐ or Pre-application Review Team(PRT) ☐ Review Date: \_\_\_\_\_

SIGNATURE Ross L. Howard DATE 11-26-12  
 (Print Name) ROSS L. HOWARD 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

12 DRB - 70366

Action

SP

S.F.

Fees

\$ 0

Revised: 4/2012

\$

\$

\$

\$

\$

Total

\$ 0

Hearing date Dec. 5, 2012

11-26-12

Staff signature & Date

Project # 1009516

FORM S(3): SUBDIVISION - D.R.B. MEETING (UNADVERTISED) OR INTERNAL REVIEW

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.

Ross Howard  
Applicant name (print)  
Ross Howard  
Applicant signature / date

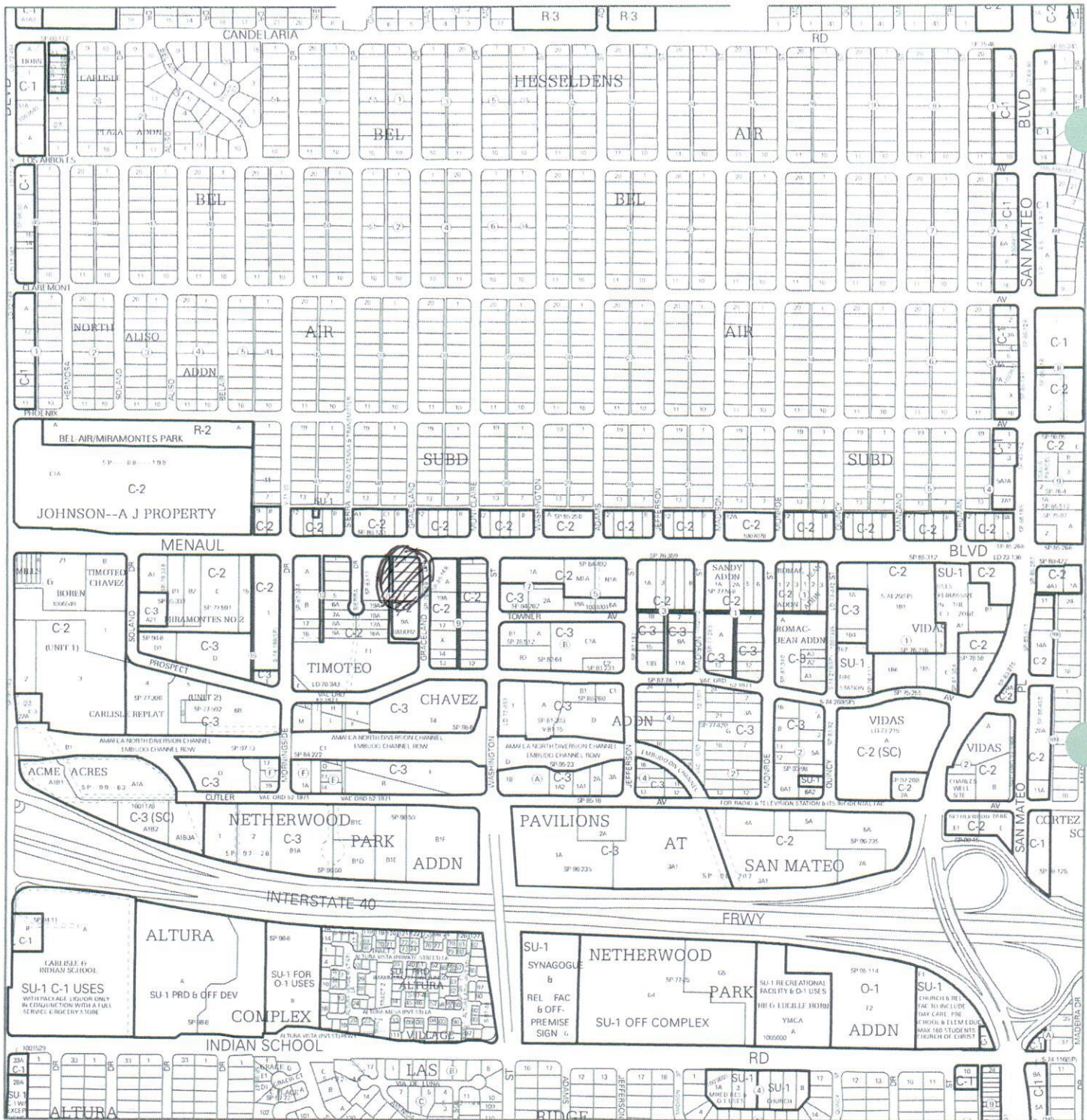


Form revised October 2007

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

Application case numbers  
12-DRB-70360

11-26-12  
Planner signature / date  
Project # 1009516



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

Zone Atlas Page:

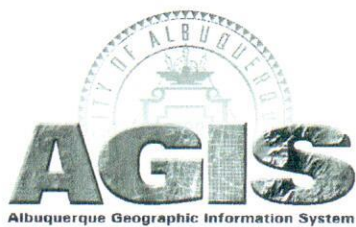
**H-17-Z**

Selected Symbols

- SECTOR PLANS
- Design Overlay Zones
- City Historic Zones
- H-1 Buffer Zone
- Petroglyph Mon.
- Escarpment
- 2 Mile Airport Zone
- Airport Noise Contours
- Wall Overlay Zone

Note: Grey Shading  
Represents Area Outside  
of the City Limits

0 750 1,500 Feet



Map amended through: 1/24/2011

# ROSS HOWARD SURVEY COMPANY

LAND SURVEYING

P.O. BOX 887 CORRALES, NEW MEXICO 87048

PHONE (505) 897-0291 / FAX (505) 897-7111 / E-MAIL: [rhsurvey@comcast.net](mailto:rhsurvey@comcast.net)

November 23, 2012

Jack Cloud-DRB Chairperson  
Plaza Del Sol Building  
Planning Department  
600 2<sup>nd</sup> Street NW  
Albuquerque, New Mexico 87102

Subject: The South Thirty Feet (S.30') of Lot numbered One (1) and all of Lots numbered Two (2), Three (3), Four (4) and Five (5); Except the South Twenty Feet (S.20;) of Lot numbered Five (5) in Block numbered Eleven (11) of The Revised Plat of TIMOTEO CHAVEZ ADDITION, City of Albuquerque, per plat recorded June 29, 1949 (C-159). Containing a combined gross area of 0.7498 acres, more or less:

Address: 4120 Menaul Boulevard NE, Albuquerque, New Mexico 87110:

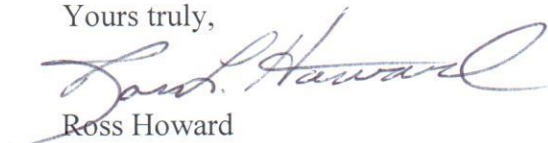
Dear Jack,

We, Ross Howard Company, represent The Society of St. Vincent de Paul, whose address is 1313 Iron Avenue SW, Albuquerque, New Mexico 87120.

They have requested that we prepare a Minor Subdivision Plat, i.e., vacation of the existing lot lines and indicate a new lot removing said interior lot lines, so that they can move forward for a remodeling project on the old 'Unpainted Furniture Building', for a 'Thrift Store and Clearinghouse' located at 4120 Menaul Boulevard NE, of which they purchased earlier this year.

If we can be of further assistance, please contact me by e-mail or phone.

Yours truly,



Ross Howard

For: The Society of St. Vincent de Paul  
Job No. 12-035

# Albuquerque - Official City Website

## Address Query

### Search Results

**The following address was the closest match:**  
4120 MENAUL BLVD NE

**City Council District:** 7 - Michael D. Cook  
**County Commission District:** 3 - Maggie Hart Stebbins  
**NM House of Representatives:** Danice R. Picraux  
**NM Senate:** Cisco McSorley

#### School Districts

**Elementary:** BEL AIR **Middle:** MCKINLEY  
**High School:** DEL NORTE

**Zoning:** C-2

#### City Platting Information

**Lot:** 1 **Block:** 11 Subdivision: CHAVEZ--TIMOTEO ADDN

#### Flood Zone:

Flood Zone: X

For questions about floodplain information, please contact the COA Floodplain Manager at 924-3986 - ccherne@cabq.gov

**Police Beat/Area Command:** 412 / NORTHEAST

**Jurisdiction:** ALBUQUERQUE **Zone Atlas Page:** [H17](#) (opens in new window)

#### Ownership Data from Bernalillo County Assessor ⓘ

(County Assessor data for tax year 2012)

**Name:** UPAH FAMILY LIMITED PARTNERSHIP[

**Address:** PO BOX 3970 , ALBUQUERQUE NM 87190

**UPC:** 101705921025531313

**Tax Year:** 2012 **Tax District:** A1A

**Legal Description:** \* 002 011TIMOTEO CHAVEZ ADD S30 FT OF L1 ALL L2

**Property Class:** C **Document Number:** 00128105 121200

**Lot Size:** Call 505-222-3700 or visit [Bernalillo County Assessor's website](#)

**Estimated Acres:** 0.27

Disclaimer: County Assessor data and Acres are not maintained by the City of Albuquerque and should never be used for legal purposes.

[Open Advanced Map Viewer in a new window](#)

# Albuquerque - Official City Website

## Address Query

### Search Results

**The following address was the closest match:**

4120 MENAUL BLVD NE

**City Council District:** 7 - Michael D. Cook

**County Commission District:** 3 - Maggie Hart Stebbins

**NM House of Representatives:** Danice R. Picraux **NM Senate:** Cisco McSorley

#### School Districts

**Elementary:** BEL AIR **Middle:** MCKINLEY

**High School:** DEL NORTE

**Zoning:** C-2

#### City Platting Information

**Lot:** 2 **Block:** 11 Subdivision: CHAVEZ--TIMOTEO ADDN

#### Flood Zone:

Flood Zone: X

For questions about floodplain information, please contact the COA Floodplain Manager at 924-3986 - ccherne@cabq.gov

**Police Beat/Area Command:** 412 / NORTHEAST

**Jurisdiction:** ALBUQUERQUE **Zone Atlas Page:** H17 (opens in new window)

#### Ownership Data from Bernalillo County Assessor ⓘ

(County Assessor data for tax year 2012)

**Name:** UPAH FAMILY LIMITED PARTNERSHIP[

**Address:** PO BOX 3970 , ALBUQUERQUE NM 87190

**UPC:** 101705921025531313

**Tax Year:** 2012 **Tax District:** A1A

**Legal Description:** \* 002 011TIMOTEO CHAVEZ ADD S30 FT OF L1 ALL L2

**Property Class:** C **Document Number:** 00128105 121200

**Lot Size:** Call 505-222-3700 or visit Bernalillo County Assessor's website

**Estimated Acres:** 0.27

Disclaimer: County Assessor data and Acres are not maintained by the City of Albuquerque and should never be used for legal purposes.

Open Advanced Map Viewer in a new window

# Albuquerque - Official City Website

## Address Query

### Search Results

**The following address was the closest match:**

4120 MENAUL BLVD NE

**City Council District:** [7 - Michael D. Cook](#)**County Commission District:** 3 - Maggie Hart Stebbins**NM House of Representatives:** Danice R. Picraux**NM Senate:** Cisco McSorley**School Districts****Elementary:** BEL AIR **Middle:** MCKINLEY**High School:** DEL NORTE**Zoning:** C-2**City Platting Information****Lot:** 3 **Block:** 11 Subdivision: CHAVEZ--TIMOTEO ADDN**Flood Zone:****Flood Zone:** X

For questions about floodplain information, please contact the COA Floodplain Manager at 924-3986 - ccherne@cabq.gov

**Police Beat/Area Command:** 412 / NORTHEAST**Jurisdiction:** ALBUQUERQUE **Zone Atlas Page:** [H17](#) (opens in new window)**Ownership Data from [Bernalillo County Assessor](#)**

(County Assessor data for tax year 2012)

**Name:** UPAH FAMILY LIMITED PARTNERSHIP**Address:** PO BOX 3970 , ALBUQUERQUE NM 87190**UPC:** 101705921024931312**Tax Year:** 2012 **Tax District:** A1A**Legal Description:** \* 003 011TIMOTEO CHAVEZ ADD**Property Class:** C **Document Number:** 00128105 121200**Lot Size:** Call 505-222-3700 or visit [Bernalillo County Assessor's website](#)**Estimated Acres:** 0.16

Disclaimer: County Assessor data and Acres are not maintained by the City of Albuquerque and should never be used for legal purposes.

[Open Advanced Map Viewer in a new window](#)

# Albuquerque - Official City Website

## Address Query

### Search Results

**The following address was the closest match:**

4120 MENAUL BLVD NE

**City Council District:** 7 - Michael D. Cook  
**County Commission District:** 3 - Maggie Hart Stebbins  
**NM House of Representatives:** Danice R. Picraux  
**NM Senate:** Cisco McSorley

#### School Districts

**Elementary:** BEL AIR **Middle:** MCKINLEY  
**High School:** DEL NORTE

**Zoning:** C-2

#### City Platting Information

**Lot:** 4 **Block:** 11 Subdivision: CHAVEZ--TIMOTEO ADDN

#### Flood Zone:

**Flood Zone:** X

For questions about floodplain information, please contact the COA Floodplain Manager at 924-3986 - ccherne@cabq.gov

**Police Beat/Area Command:** 412 / NORTHEAST

**Jurisdiction:** ALBUQUERQUE **Zone Atlas Page:** [H17](#) (opens in new window)

#### Ownership Data from Bernalillo County Assessor ⓘ

(County Assessor data for tax year 2012)

**Name:** UPAH FAMILY LIMITED PARTNERSHIP

**Address:** PO BOX 3970 , ALBUQUERQUE NM 87190 3970

**UPC:** 101705921024431311

**Tax Year:** 2012 **Tax District:** A1A

**Legal Description:** \* 004 011TIMOTEO CHAVEZ ADD

**Property Class:** C **Document Number:** 00128105 121200

**Lot Size:** Call 505-222-3700 or visit [Bernalillo County Assessor's website](#)

**Estimated Acres:** 0.16

Disclaimer: County Assessor data and Acres are not maintained by the City of Albuquerque and should never be used for legal purposes.

[Open Advanced Map Viewer in a new window](#)

# Albuquerque - Official City Website

## Address Query

### Search Results

**The following address was the closest match:**

4120 MENAUL BLVD NE

**City Council District:** 7 - [Michael D. Cook](#)

**County Commission District:** 3 - Maggie Hart Stebbins

**NM House of Representatives:** Danice R. Picraux **NM Senate:** Cisco McSorley

#### School Districts

**Elementary:** BEL AIR **Middle:** MCKINLEY

**High School:** DEL NORTE

**Zoning:** C-2

#### City Platting Information

**Lot:** 5 **Block:** 11 Subdivision: CHAVEZ--TIMOTEO ADDN

#### Flood Zone:

**Flood Zone:** X

For questions about floodplain information, please contact the COA Floodplain Manager at 924-3986 - [ccherne@cabq.gov](mailto:ccherne@cabq.gov)

**Police Beat/Area Command:** 412 / NORTHEAST

**Jurisdiction:** ALBUQUERQUE **Zone Atlas Page:** [H17](#) (opens in new window)

#### Ownership Data from [Bernalillo County Assessor](#)

(County Assessor data for tax year 2012)

**Name:** UPAH FAMILY LIMITED PARTNERSHIP

**Address:** PO BOX 3970 , ALBUQUERQUE NM 87190

**UPC:** 101705921023931310

**Tax Year:** 2012 **Tax District:** A1A

**Legal Description:** \* 005 011TIMOTEO CHAVEZ ADD

**Property Class:** C **Document Number:** 00128105 121200

**Lot Size:** Call 505-222-3700 or visit [Bernalillo County Assessor's website](#)

**Estimated Acres:** 0.13

Disclaimer: County Assessor data and Acres are not maintained by the City of Albuquerque and should never be used for legal purposes.

[Open Advanced Map Viewer in a new window](#)