



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)
☐ **APEAL / 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): THE Group PHONE: 505-514-0995
 ADDRESS: 300 Branding Iron Rd. SE FAX: _____
 CITY: Rio Rancho STATE NM ZIP 87124 E-MAIL: ron@thegroup.cc

APPLICANT: Navish LLC PHONE: 505-315-6563
 ADDRESS: 8504 Waterford Pl. N.E. FAX: _____
 CITY: Albuquerque STATE NM ZIP 87122 E-MAIL: _____
 Proprietary interest in site: Owner List all owners: _____

DESCRIPTION OF REQUEST: Minor subdivision creation of five lots.

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. 20 Block: 2 Unit: 3 Tract 2
 Subdiv/Addn/TBKA: North Albuquerque Acres
 Existing Zoning: RD Proposed zoning: RD MRGCD Map No. _____
 Zone Atlas page(s): C-19 UPC Code: 101906420643820413

CASE HISTORY:

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

CASE INFORMATION:

Within city limits? ☒ Yes Within 1000FT of a landfill? NO
 No. of existing lots: 1 No. of proposed lots: 5 Total site area (acres): 0.88
 LOCATION OF PROPERTY BY STREETS: On or Near: Oakland Ave.
 Between: Shaheen Ct. and Abis Ct.

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

SIGNATURE Ron E. Hensley DATE 10/1/2013
 (Print Name) Ron E. Hensley 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>13DRB-70698</u>	<u>SP</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 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	_____	_____	_____	Total \$ _____
<input type="checkbox"/> F.H.D.P. fee rebate	_____	_____	_____	\$ _____

Hearing date Oct. 9, 2013
10-1-13 Project # 1009843
 Staff signature & Date _____

FORM P(3): SITE PLAN REVIEW - D.R.B. MEETING (UNADVERTISED)

- ☒ **SKETCH PLAT REVIEW AND COMMENT (DRB22)** **Maximum Size: 24" x 36"**
— Scaled site sketch and related drawings showing proposed land use including structures, parking, Bldg. setbacks, adjacent rights-of-way and street improvements, etc. (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
Meetings are approximately 8 DAYS after the Tuesday noon filing deadline. **Your attendance is required.**

- ☐ **SITE DEVELOPMENT PLAN FOR SUBDIVISION (DRB18)** **Maximum Size: 24" x 36"**
— 5 Acres or more & zoned SU-1, IP, SU-2, PC, or Shopping Center: Certificate of No Effect or Approval
— Scaled site plan and related drawings (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
— Letter of authorization from the property owner if application is submitted by an agent
— Copy of the document delegating approval authority to the DRB
— Completed Site Plan for Subdivision Checklist
— Infrastructure List, if relevant to the site plan
— Fee (see schedule)
— List any original and/or related file numbers on the cover application
Meetings are approximately 8 DAYS after the Tuesday noon filing deadline. **Bring the original to the meeting.**
Your attendance is required.

- ☐ **SITE DEVELOPMENT PLAN FOR BUILDING PERMIT (DRB17)** **Maximum Size: 24" x 36"**
— 5 Acres or more & zoned SU-1, IP, SU-2, PC, or Shopping Center: Certificate of No Effect or Approval
— Site plan and related drawings (folded to fit into an 8.5" by 14" pocket) **6 copies**
— Site Plan for Subdivision, if applicable, previously approved or simultaneously submitted. **6 copies.**
— Solid Waste Management Department signature on Site Plan
— Zone Atlas map with the entire property(ies) clearly outlined
— Letter briefly describing, explaining, and justifying the request
— Letter of authorization from the property owner if application is submitted by an agent
— Copy of the document delegating approval authority to the DRB
— Infrastructure List, if relevant to the site plan
— Completed Site Plan for Building Permit Checklist
— Copy of Site Plan with Fire Marshal's stamp
— Fee (see schedule)
— List any original and/or related file numbers on the cover application
Meetings are approximately 8 DAYS after the Tuesday noon filing deadline. **Bring the original to the meeting.**
Your attendance is required.

- ☐ **AMENDED SITE DEVELOPMENT PLAN FOR BUILDING PERMIT (DRB01)** **Maximum Size: 24" x 36"**
☐ **AMENDED SITE DEVELOPMENT PLAN FOR SUBDIVISION (DRB02)** **Maximum Size: 24" x 36"**
— Proposed amended Site Plan (folded to fit into an 8.5" by 14" pocket) **6 copies**
— DRB signed Site Plan being amended (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
— Letter of authorization from the property owner if application is submitted by an agent
— Infrastructure List, if relevant to the site plan
— Completed Site Plan for Building Permit Checklist (not required for amendment of SDP for Subdivision)
— Fee (see schedule)
— List any original and/or related file numbers on the cover application
Meetings are approximately 8 DAYS after the Tuesday noon filing deadline. **Bring the original to the meeting.**
Your attendance is required.

- ☐ **FINAL SIGN-OFF FOR EPC APPROVED SDP FOR BUILDING PERMIT (DRB05)**
☐ **FINAL SIGN-OFF FOR EPC APPROVED SDP FOR SUBDIVISION (DRB06)**
— Site plan and related drawings (folded to fit into an 8.5" by 14" pocket) **6 copies**
— Approved Grading and Drainage Plan (folded to fit into an 8.5" by 14" pocket) **6 copies**
— Solid Waste Management Department signature on Site Plan for Building Permit
— Zone Atlas map with the entire property(ies) clearly outlined
— Letter carefully explaining how each EPC condition has been met and a copy of the EPC Notification of Decision
— Infrastructure List, if relevant to the site plan
— Copy of Site Plan with Fire Marshal's stamp (not required for SDP for Subdivision)
— List any original and/or related file numbers on the cover application
Meetings are approximately 8 DAYS after the Tuesday noon filing deadline. **Bring the original to the meeting.**
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.

Ron Hensley, -THE Group

Applicant name (print)

Applicant signature / date



Form revised October 2007

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

Application case numbers
13 - DRB - 706 98

Planner signature / date
10-1-13
Project # 1009843



The **H**ENSLEY **E**NGINEERING **G**ROUP

October 1, 2013

Mr. Jack Cloud
DRB Chair
City of Albuquerque
PO Box 1293
Albuquerque, NM 87103

Re: North Oakland Subdivision Sketch Plat Review

Attached is a sketch plat submission for a subdivision located within zone atlas page C-19. The subdivision is a replat of "Lot 20 Block 2 Unit 3 Tract 2 of North Albuquerque Acres" and is located on Oakland Avenue between Shaheen Court and Abis Court. The plat would create five lots from the existing site.

As agent for the owners, we are requesting a review of the lot configuration, access, public utilities and any additional comments on the development of the proposed subdivision. Please contact me at 410-1622 or via email if you have any questions or comments.

Sincerely,

Ron E. Hensley
ron@thegroup.cc