



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 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): _____ PHONE: _____
 ADDRESS: _____ FAX: _____
 CITY: _____ STATE _____ ZIP _____ E-MAIL: _____

APPLICANT: Your Home Buyers LLC PHONE: 321-6806
 ADDRESS: 428 Louisiana Blvd SE #A1, ALBUQUERQUE FAX: 888-505-7681
 CITY: ALBUQUERQUE STATE NM ZIP 87108 E-MAIL: shenier

Proprietary interest in site: _____ List all owners: _____

DESCRIPTION OF REQUEST: SUBDIVIDE 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. LOT 6E1C Block: _____ Unit: _____
 Subdiv/Addn/TBKA: MONTGOMERY HEIGHTS
 Existing Zoning: _____ Proposed zoning: _____ MRGCD Map No _____
 Zone Atlas page(s): G16Z UPC Code: _____

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: _____ No. of proposed lots: _____ Total site area (acres): _____

LOCATION OF PROPERTY BY STREETS: On or Near: Delamar
 Between: Lafayette and Wellesley

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

SIGNATURE Shirley A Brown DATE 10/30/11
 (Print Name) SHIRLEY A. BROWN Applicant: Agent:

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 70743</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	_____	_____	_____	Total
	Hearing date <u>November 13, 2013</u>			\$ <u>0</u>

Revised: 4/2012

[Signature]
 Staff signature & Date

Project # 1009880

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.

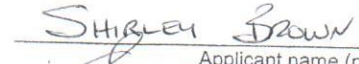

- AMENDMENT TO PRELIMINARY PLAT (with minor changes) (DRB03)** Your attendance is required.

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.

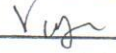

 Applicant name (print)

 Applicant signature / date

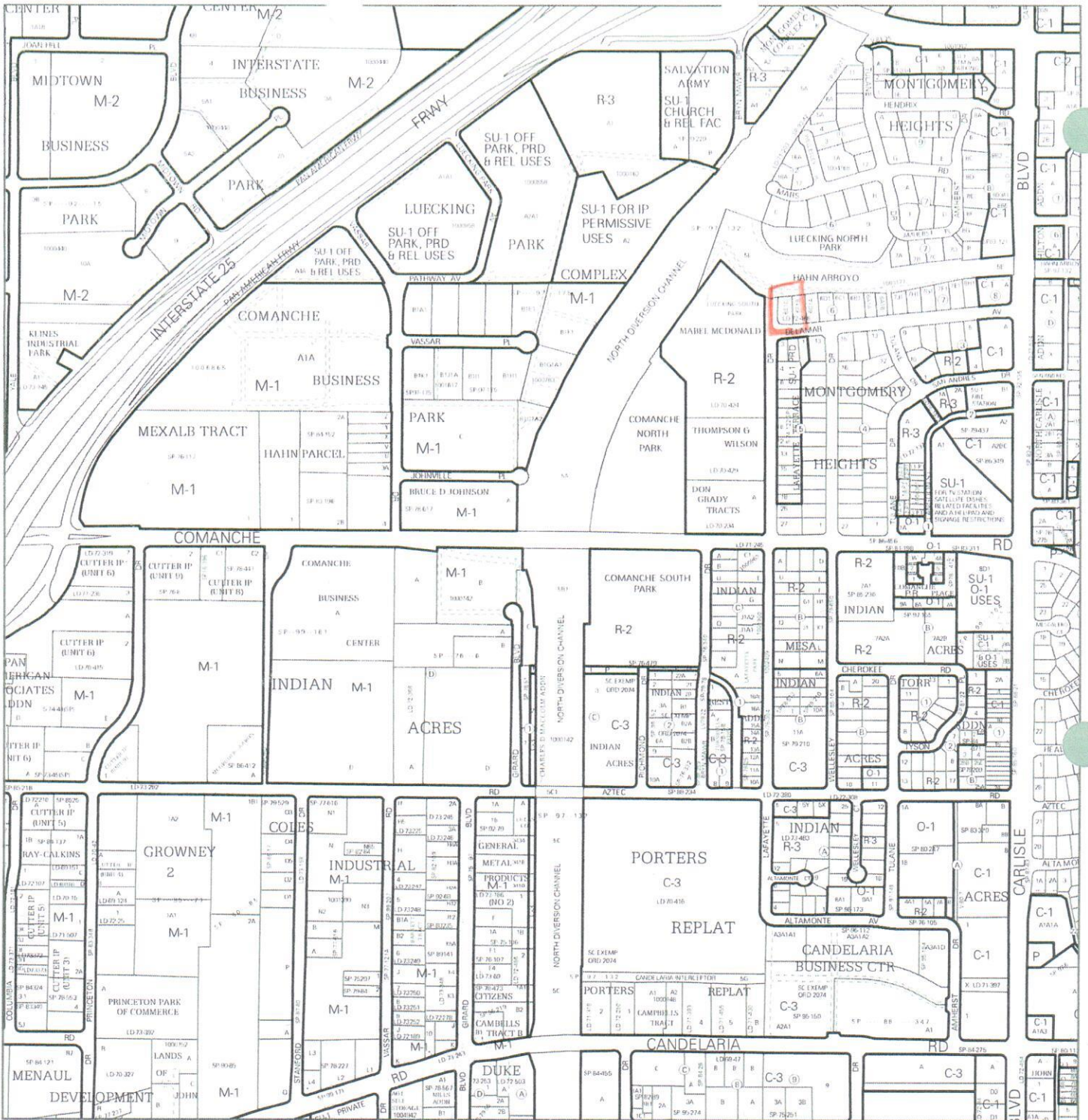


Form revised **October 2007**

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

Application case numbers
 3DRB - 70743


 10-30-13
 Planner signature / date
 Project # 1009880



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

Map amended through: 1/24/2011

Note: Grey Shading Represents Area Outside of the City Limits

Zone Atlas Page:
G-16-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

0 750 1,500 Feet

ALL
ICE
FENCE
LE
UTILITY

LAFAYETTE DRIVE NE

(M/R/ (08)

FENCE APPEARS TO
BE INTO R/W BY

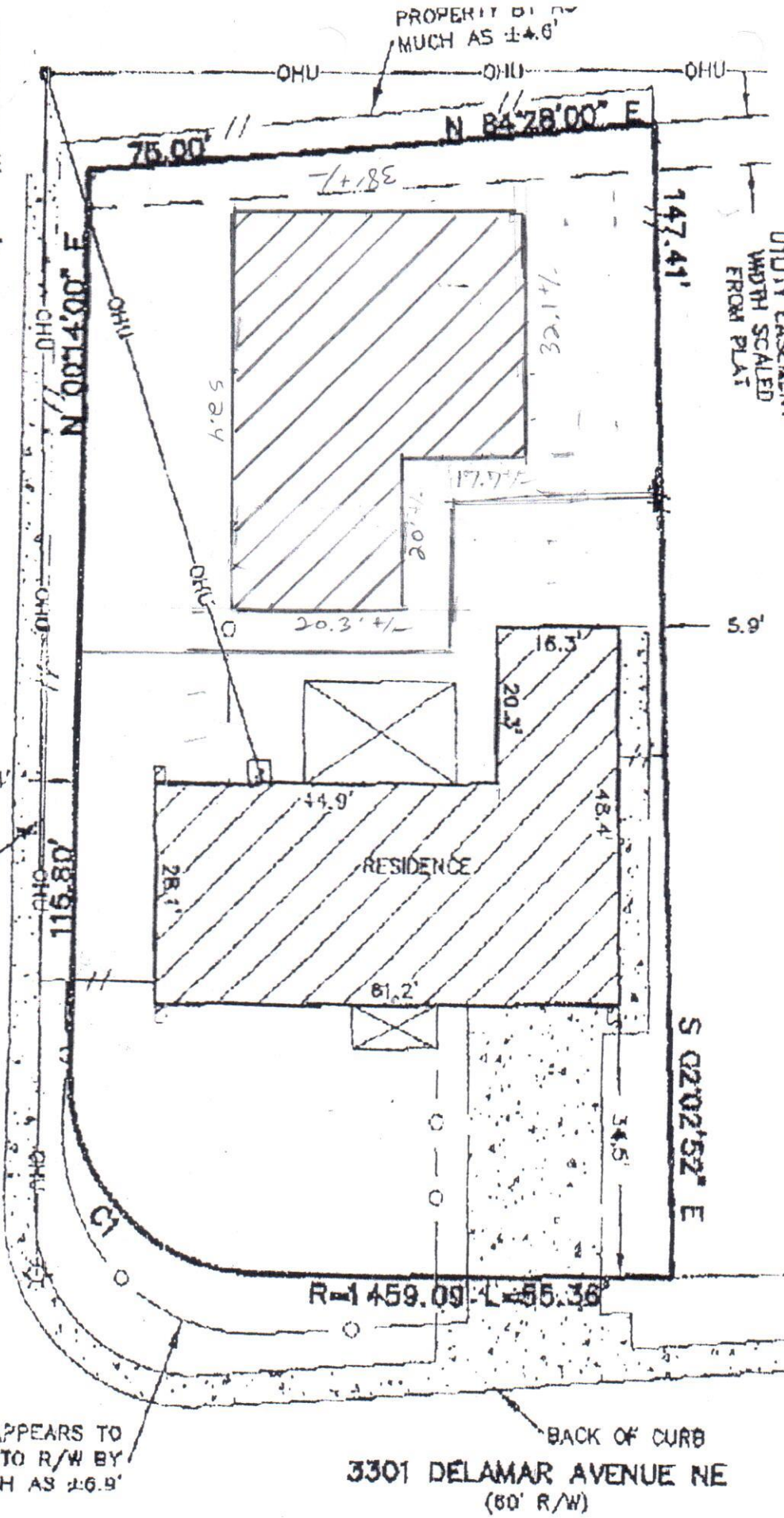
NCE APPEARS TO
BE INTO R/W BY
S MUCH AS ±6.9'

ION

IX-E1-C (8-E1-C) IN BLOCK NUMBERED SIX (8) MONTGOMERY
SAME IS SHOWN AND DESIGNATED ON THE SUMMARY PLAT OF LOTS

0.2% ANNUAL CH.
DETERMINED BY F
FLOOD INSURANCE
15, 2012. MAP NO

2. THIS LOT IS SUBJ
TITLE AFFECTING
CONTAINED ON TH
RECORDED PLAT.
3. THIS REPORT IS N
PROPERTY OWNER
IS NOT A BOUNDA
BE SUFFICIENT FOR
FROM AN OWNER'S
MAY NOT REVEAL
OVERLAPS, CONFLU
SHORTAGES IN AR
WHICH WOULD BE
ACCURATE BOUND
4. PROPERTY MAY BE
EASEMENT AS STA
(NOT SHOWN HERE



UTILITY EASEMENT
WIDTH SCALED
FROM PLAT

CURVE TABLE		
CURVE	LENGTH	RADI
C1	39.27'	25.0



3301 DELAMAR AVENUE NE
(60' R/W)

BACK OF CURB

DATE: 02/14/13
 SCALE: 1" = 30'
 CREW: JH/P
 DRAWN: CML
 JOB NO. 130372

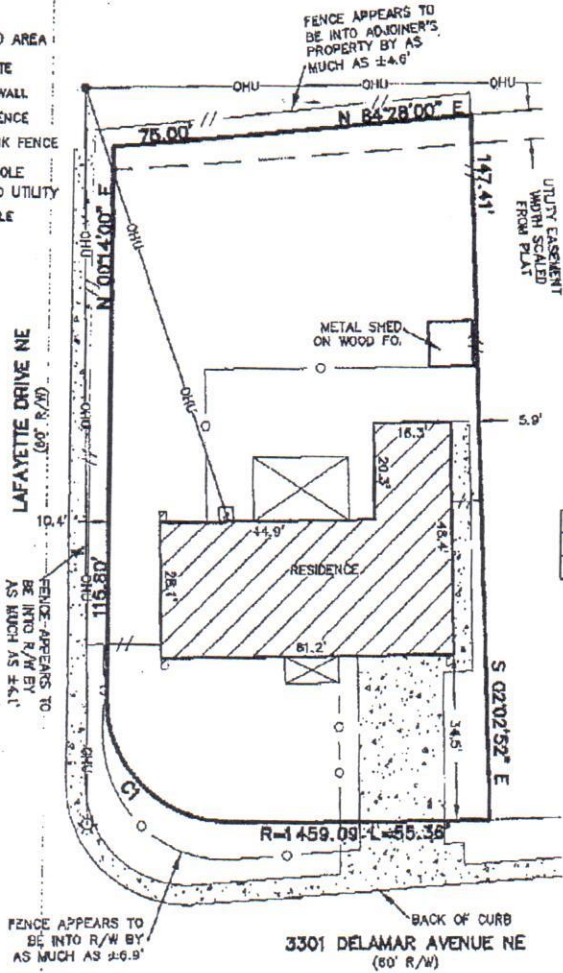
CARTESIAN SURVEYS INC.

P.O. BOX 44414 RIO RANCHO, N.M. 87174
 Phone (505) 888-3050 Fax (505) 891-0244

IMPROVEMENT LOCATION REPORT LOT 6-EI-C, MONTGOMERY HEIGHTS CITY OF ALBUQUERQUE BERNALILLO COUNTY, NEW MEXICO

LEGEND

- COVERED AREA
- CONCRETE
- BLOCK WALL
- WOOD FENCE
- CHAINLINK FENCE
- POWER POLE
- OVERHEAD UTILITY
- LIGHT POLE



- NOTE: 1. THIS PROPERTY LIES WITHIN FLOOD ZONE X WHICH IS DEFINED AS AN AREA OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN AS DETERMINED BY F.E.M.A. AND SHOWN ON THE FLOOD INSURANCE RATE MAP DATED AUGUST 15, 2012. MAP NO. 3500100130H.
2. THIS LOT IS SUBJECT TO THE CONDITIONS OF TITLE AFFECTING THE INSURED PREMISES AS CONTAINED ON THE NOTES ON THE RECORDED PLAT.
3. THIS REPORT IS NOT FOR USE BY A PROPERTY OWNER FOR ANY PURPOSE. THIS IS NOT A BOUNDARY SURVEY AND MAY NOT BE SUFFICIENT FOR THE SURVEY EXCEPTION FROM AN OWNER'S TITLE POLICY. IT MAY OR MAY NOT REVEAL ENCROACHMENTS, OVERLAPS, CONFLICTS IN BOUNDARY LINES, SHORTAGES IN AREA, OR OTHER MATTERS WHICH WOULD BE DISCLOSED BY AN ACCURATE BOUNDARY SURVEY.
4. PROPERTY MAY BE SUBJECT TO AN EASEMENT AS STATED IN EXCEPTION 13. (NOT SHOWN HEREON)

CURVE TABLE		
CURVE	LENGTH	RADIUS
C1	39.27'	25.00'



LEGAL DESCRIPTION

LOT NUMBERED SIX-EI-C (6-EI-C) IN BLOCK NUMBERED SIX (6) MONTGOMERY HEIGHTS, AS THE SAME IS SHOWN AND DESIGNATED ON THE SUMMARY PLAT OF LOTS 6-EI, 6F1, AND 6-G1, OF THE SECOND REPLAT OF PORTION OF BLOCKS 6, 7 AND 8, MONTGOMERY HEIGHTS, ALBUQUERQUE, NEW MEXICO, FILED IN THE OFFICE OF THE COUNTY CLERK OF BERNALILLO COUNTY, NEW MEXICO, ON NOVEMBER 28, 1972.

D. J. Thompson
 NMRPS No. 12657

THIS IS TO CERTIFY: TO TITLE COMPANY: STEWART TITLE; TO UNDERWRITER: STEWART TITLE GUARANTY CO.

TO LENDER: YOUR HOME BUYERS, LLC that on FEBRUARY 14TH, 20 13, D. J. THOMPSON, N.M.P.S. No. 12657, made an inspection of the premises situated at LOT 6-EI-C, MONTGOMERY HEIGHTS, BERNALILLO County, New Mexico briefly described as (Address if applicable) 3301 DELAMAR AVENUE NE

PLAT REFERENCE: Bearings, distances and/or curve data are taken from the following plat (include filing information if plat is filed).
SEE LEGAL DESCRIPTION

NOTE: The error of closure is less than one foot of error for every 3091 feet along the perimeter of the legal description provided. Easements shown hereon are as listed in the Title Commitment No. 12120096 provided by the Title Company. Improvement location is based on previous property surveys. No monuments were set. This tract is subject to all easements, restrictions and reservations of record which pertain. This report is not to be relied on for the establishment of fences, buildings or other future improvements.

- THIS IS NOT A SURVEY FOR USE BY A PROPERTY OWNER FOR ANY PURPOSE (THIS INCLUDES BUILDING PERMITS)**
- I FURTHER CERTIFY as to the existence of the following at the time of my last inspection:
- Evidence of rights of way, aid highways or abandoned roads, lanes, trails or driveways, sewer, drains, water, gas, or all pipe lines on or crossing said premises (show location, if none visible, so indicate): •
 - Springs, streams, rivers, ponds, or lakes located, bordering on or through said premises: •
 - Evidence of cemeteries or family burial grounds located on said premises (show location): •
 - Overhead utility poles, anchors, pedestals, wires or lines overhanging or crossing said premises and serving other properties (show location): •
 - Joint driveways; or walkways, joint garages, party walls or rights of support, steps or roofs in common or joint garages: •
 - Apparent encroachments. If the building, projections or cornices thereof, or signs affixed thereto, or other indications of occupancy appear to encroach upon or overhang adjoining property, or the like appear to encroach upon or overhang inspected premises, specify all such (show location): •
 - Specific physical evidence of boundary lines on all sides: SEE ABOVE SKETCH
 - Is the property improved? (if structure appears to encroach on adjoiners show approximate distances): YES
 - Indications of recent building construction, alterations or repairs: SEE ABOVE SKETCH
 - Approximate distance of structure from at least two lot lines must be shown: SEE ABOVE SKETCH

*NOT APPLICABLE, UNLESS INDICATED OTHERWISE ON THE ABOVE SKETCH
 setback and setback violations are not shown hereon.

DATEL October 30, 2013

TO: City of Albuquerque – Planning Department

RE: 3301 Delamar NE – Subdivide

Dear Planning Department,

We request permission to Subdivide 3301 Delamar from one lot (approximately 75' x 147.41') into two lots.

The current home would remain in place, facing Delamar Avenue NE and retaining the address of: 3301 Delamar Avenue NE

The proposed second lot would face Lafayette and we propose an address on Lafayette.

All of the homes facing Lafayette, north of Comanche Blvd until this street dead-ends in front of the proposed lot – are either multi unit housing (zoned R2) or townhomes (zoned SU-1). We believe a smaller unit facing Lafayette would fit with the character of this street.

Sincerely,



Sheryl Brown
Your Home Buyers LLC
428 Louisiana Blvd. SE
Suite A1
Albuquerque, NM 87108

ALL
ICE
FENCE
LE
UTILITY

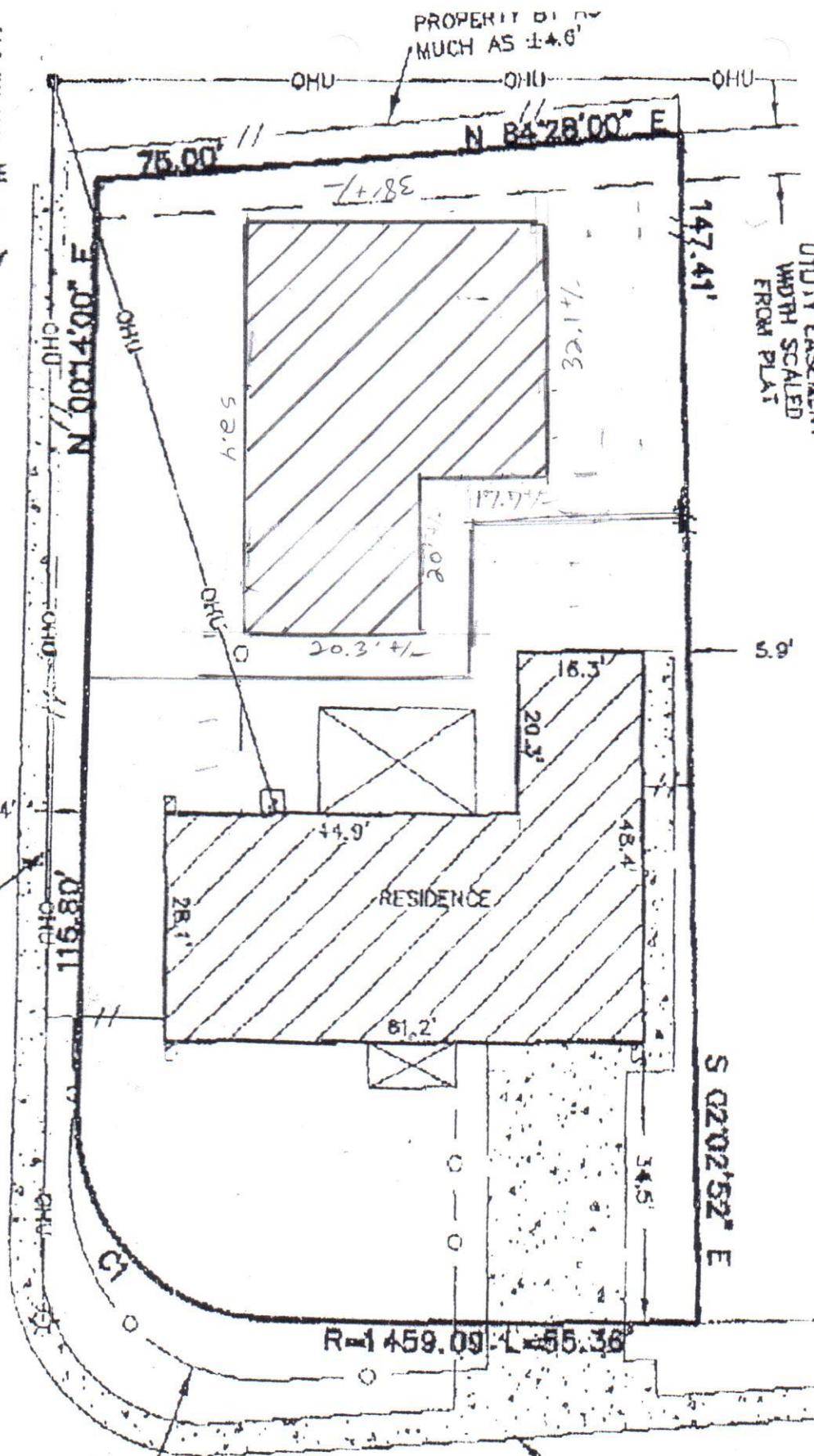
LAFAYETTE DRIVE NE
(A/R/08)

FENCE APPEARS TO
BE INTO R/W BY

NCE APPEARS TO
BE INTO R/W BY
S MUCH AS ±6.9'

ION

IX-E1-C (8-E1-C) IN BLOCK NUMBERED SIX (8) MONTGOMERY
SAME IS SHOWN AND DESIGNATED ON THE SUMMARY PLAT OF LOTS



0.2% ANNUAL CH.
DETERMINED BY F
FLOOD INSURANCE
15, 2012. MAP NO

- THIS LOT IS SUBJ
TITLE AFFECTING
CONTAINED ON TH
RECORDED PLAT.
- THIS REPORT IS N
PROPERTY OWNER
IS NOT A BOUNDA
BE SUFFICIENT FOR
FROM AN OWNER'S
MAY NOT REVEAL
OVERLAPS, CONFLI
SHORTAGES IN AR
WHICH WOULD BE
ACCURATE BOUND
- PROPERTY MAY BE
EASEMENT AS STA
(NOT SHOWN HERE)

CURVE TABLE		
CURVE	LENGTH	RADI
C1	39.27'	25.0

PROJECT # 1009880
11-13-13 (SK)
13-70743



DATE: 02/14/13
 SCALE: 1" = 30'
 DREW: JH/P
 DRAWN: CML
 JOB NO. 130372

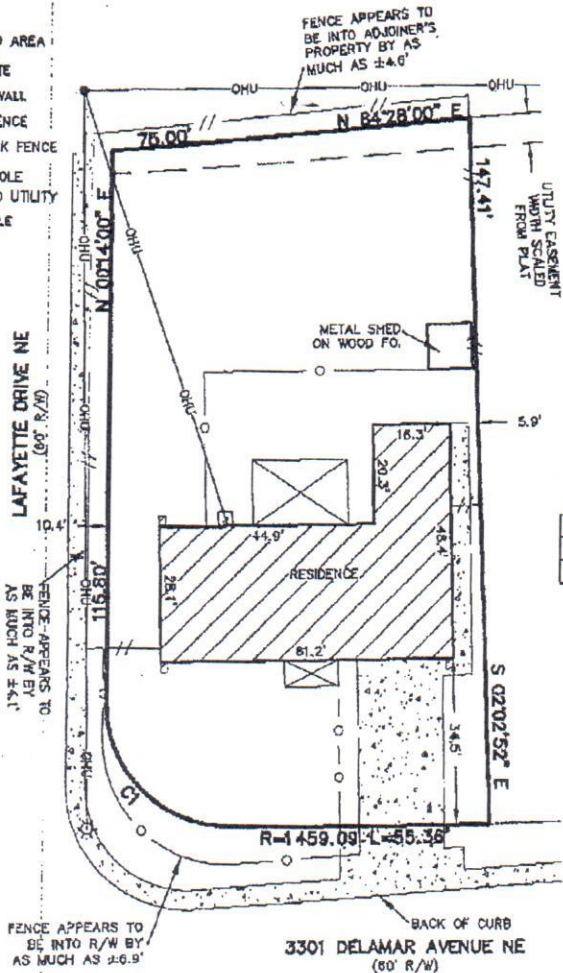
CARTESIAN SURVEYS INC.

P.O. BOX 44414 RIO RANCHO, N.M. 87174
 Phone (505) 898-3050 Fax (505) 891-0244

IMPROVEMENT LOCATION REPORT LOT 6-E1-C, MONTGOMERY HEIGHTS CITY OF ALBUQUERQUE BERNALILLO COUNTY, NEW MEXICO

LEGEND

- COVERED AREA
- CONCRETE
- BLOCK WALL
- WOOD FENCE
- CHAINLINK FENCE
- POWER POLE
- OVERHEAD UTILITY
- LIGHT POLE



- NOTE: 1. THIS PROPERTY LIES WITHIN FLOOD ZONE X WHICH IS DEFINED AS AN AREA OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN AS DETERMINED BY F.E.M.A. AND SHOWN ON THE FLOOD INSURANCE RATE MAP DATED AUGUST 15, 2012. MAP NO. 35001C0136H.
2. THIS LOT IS SUBJECT TO THE CONDITIONS OF TITLE AFFECTING THE INSURED PREMISES AS CONTAINED ON THE NOTES ON THE RECORDED PLAT.
3. THIS REPORT IS NOT FOR USE BY A PROPERTY OWNER FOR ANY PURPOSE. THIS IS NOT A BOUNDARY SURVEY AND MAY NOT BE SUFFICIENT FOR THE SURVEY EXCEPTION FROM AN OWNER'S TITLE POLICY. IT MAY OR MAY NOT REVEAL ENCROACHMENTS, OVERLAPS, CONFLICTS IN BOUNDARY LINES, SHORTAGES IN AREA, OR OTHER MATTERS WHICH WOULD BE DISCLOSED BY AN ACCURATE BOUNDARY SURVEY.
4. PROPERTY MAY BE SUBJECT TO AN EASEMENT AS STATED IN EXCEPTION 15. (NOT SHOWN HEREON)

CURVE TABLE		
CURVE	LENGTH	RADIUS
C1	39.27'	25.00'



PROJECT # 100988C
 11-13-13 (SK)
 13-70743

LEGAL DESCRIPTION

LOT NUMBERED SIX-E1-C (6-E1-C) IN BLOCK NUMBERED SIX (6) MONTGOMERY HEIGHTS, AS THE SAME IS SHOWN AND DESIGNATED ON THE SUMMARY PLAT OF LOTS 6-E1, 6-F1, AND 6-G1, OF THE SECOND REPLAT OF PORTION OF BLOCKS 6, 7 AND 8, MONTGOMERY HEIGHTS, ALBUQUERQUE, NEW MEXICO, FILED IN THE OFFICE OF THE COUNTY CLERK OF BERNALILLO COUNTY, NEW MEXICO, ON NOVEMBER 28, 1972.

D. J. Thompson
 NMRS No. 12657

THIS IS TO CERTIFY: TO TITLE COMPANY: STEWART TITLE; TO UNDERWRITER: STEWART TITLE GUARANTY CO.

TO LENDER: YOUR HOME BUYERS, LLC. that on FEBRUARY 14TH, 20 13, I, D.J. THOMPSON, N.M.P.S. No. 12657, made an inspection of the premises situated at LOT 6-E1-C, MONTGOMERY HEIGHTS BERNALILLO County, New Mexico briefly described as (Address if applicable) 3301 DELAMAR AVENUE NE

PLAT REFERENCE: Deorings, distances and/or curve data are taken from the following plat (include filing information if plat is filed).
 SEE LEGAL DESCRIPTION

NOTE: The error of closure is less than one foot of error for every 3091 feet along the perimeter of the legal description provided. Easements shown herein are as listed in the Title Commitment No. 12120096 provided by the Title Company. Improvement location is based on previous property surveys. No monuments were set. This tract is subject to all easements, restrictions and reservations of record which pertain. This report is not to be relied on for the establishment of fences, buildings or other future improvements.

THIS IS NOT A SURVEY FOR USE BY A PROPERTY OWNER FOR ANY PURPOSE (THIS INCLUDES BUILDING PERMITS)

I FURTHER CERTIFY as to the existence of the following at the time of my last inspection:

- Evidence of rights of way, old highways or abandoned roads, lanes, trails or driveways, sewer, drains, water, gas, or all pipe lines on or crossing said premises (show location, if none viable, so indicate):
- Springs, streams, rivers, ponds, or lakes located, bordering on or through said premises:
- Evidence of cemeteries or family burial grounds located on said premises (show location):
- Overhead utility poles, anchors, pedestals, wires or lines overhanging or crossing said premises and serving other properties (show location):
- Joint driveways or walkways, joint garages, party walls or rights of support, steps or roofs in common or joint garages:
- Apparent encroachments. If the building, projections or cornices thereof, or signs affixed thereto, fences or other indications of occupancy appear to encroach upon or overhang adjoining property, or the like appear to encroach upon or overhang inspected premises, specify all such (show location):
- Specific physical evidence of boundary lines on all sides: SEE ABOVE SKETCH
- Is the property improved? (If structure appears to encroach on adjoining show approximate distance): YES
- Indications of recent building construction, alterations or repairs: SEE ABOVE SKETCH
- Approximate distance of structure from at least two lot lines must be shown. SEE ABOVE SKETCH

*NOT APPLICABLE, UNLESS INDICATED OTHERWISE ON THE ABOVE SKETCH
 setback and setback violations are not shown hereon.