

## INTER-OFFICE MEMORANDUM

## **COMMENTING AGENCIES**

**DEBBIE BAUMAN/** Transportation Development

JOHN MAKENZIE -

SHABIH RIZVI - Transit & Parking Department

**KENDRA WATKINS/** 

**ANDREW GINGERICH** - Council of Governments

LYNN MAZUR - AMAFCA

STEVE SINK - APD Crime Prevention
SUSANNAH ABBEY - Open Space Division
ANTONIO CHINCHILLA - 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 - New Mexico Gas Company 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 # 1009881

WEDNESDAY, January 22, 2014

Comments must be received by:

Monday, January 20, 2014

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-

# Acity of lbuquerque



## DEVELOPMENT/ PLAN REVIEW APPLICATION

	Supplemental Form (SF)	
SUBDIVISION	S Z ZONING &	PLANNING
Major subdivision action	Ann	exation
Minor subdivision action	700	a Man Amandmant (Establish or Change
Vacation Variance (Non-Zoning)		e Map Amendment (Establish or Change ing, includes Zoning within Sector
- Contained (Heat 20 mile)		elopment Plans)
SITE DEVELOPMENT PLAN		ption of Rank 2 or 3 Plan or similar
for Subdivision		t Amendment to Adopted Rank 1, 2 or 3
for Building Permit Administrative Amendment/Approx		n(s), Zoning Code, or Subd. Regulations
IP Master Development Plan	_ * *	eet Name Change (Local & Collector)
Cert. of Appropriateness (LUCC)		
		PROTEST of
STORM DRAINAGE (Form D)  Storm Drainage Cost Allocation Pl		cision by: DRB, EPC, LUCC, Planning
PRINT OR TYPE IN BLACK INK ONLY. The Planning Department Development Services Conference of Education. Representation of Proceedings of the Procedure of the Proceedings of the Procedure of	enter, 600 2 <sup>nd</sup> Street NW, Albuque	rgue, NM 87102
APPLICATION INFORMATION:	-	
D /	le Engineering	PHONE: 321-9099
•		PHONE: 3PT / /
ADDRESS: POBOX 9397		FAX: 872-0991
CITY: ALL	_ STATE NM ZIP タチ199	1 E-MAIL: Davideriograndernginzering. (or
APPLICANT: Vandy Invas	mants	PHONE:
(201 / 10 / 10		
ADDRESS: 6501 Engle Roc	4 - 16	FAX:
CITY: A 16	_ STATE N3 ZIP 87(\$3)	E-MAIL:
Proprietary interest in site: Owh 15	1.5	· C.
1 Topricial y Intercept III dite.	List <u>all</u> owners: Y	3, 7, 10
DESCRIPTION OF REQUEST: HELlimin	1474 17 Approx	val , lamparary detter-
of Internal Sile	walks	96 (SO)
Is the applicant seeking incentives pursuant to the Fa	mily Mousing Dovolonment Program?	Vac. V Na
		,
SITE INFORMATION: ACCURACY OF THE EXISTING	LEGAL DESCRIPTION IS CRUCIAL! AT	
Lot or Tract No. 4-10 \$ 23-3	4 <b>9</b> B	lock: 28 Unit: 1/3
Subdiv/Addn/TBKA: Varta Alb	Acris Tract	A ·
0 := 50/01		P/12( MRGCD Man No
Emoting Zonning	Proposed zoning: 202-1	P/12C MRGCD Map No
Zone Atlas page(s):	UPC Code:	
OLOS HICTORY		
CASE HISTORY:  List any current or prior case number that may be re	lought to your application /Proj. App. DD	18. AY 7 V S. etc.): 1008670
100 9 8 81	levant to your application (Froj., App., DR	.D-, AA_,2_, V_, 5_, 610. <i>J</i>
CASE INFORMATION: Within city limits? X Yes Within 100	OFT of a landfill?	
177	or I or a landing	1041
No. of existing lots: No. of pro	posed lots: 08 Total site are	a (acres):
LOCATION OF PROPERTY BY STREETS: On or N	ear: Baklan) //	
Between: San Pac Jsd	and Lais	Ĩ 14 (a m
Detweent.	and	
Check if project was previously reviewed by: Sketch	Plat/Plan ☐ or Pre-application Review Te	eam(PRT)   Review Date:
()h ///		17100/17
SIGNATURE (//)/		DATE
(Print Name) Dav. J	<b>20</b> 人(	Applicant: Agent:
(i fint Name)		Applicant in Agent in
FOR OFFICIAL USE ONLY		Revised: 4/2012
H INTERNAL POLITING		
INTERNAL ROUTING Applic All checklists are complete 12	ation case numbers	Action S.F. Fees
All fees have been collected	7000	1505
All case #s are assigned	10806	1585.00
AGIS copy has been sent		CML \$30.00
Case history #s are listed	<del>-</del>	HDV \$ 10.00
Site is within 1000ft of a landfill	-	<u> </u>
F.H.D.P density bonus	7. 22.2	Total
	ng date Jan. 22, 2	014 \$1,680.00
12-21	0-12	100 9881
1 - 0	שרי ו Protect #	

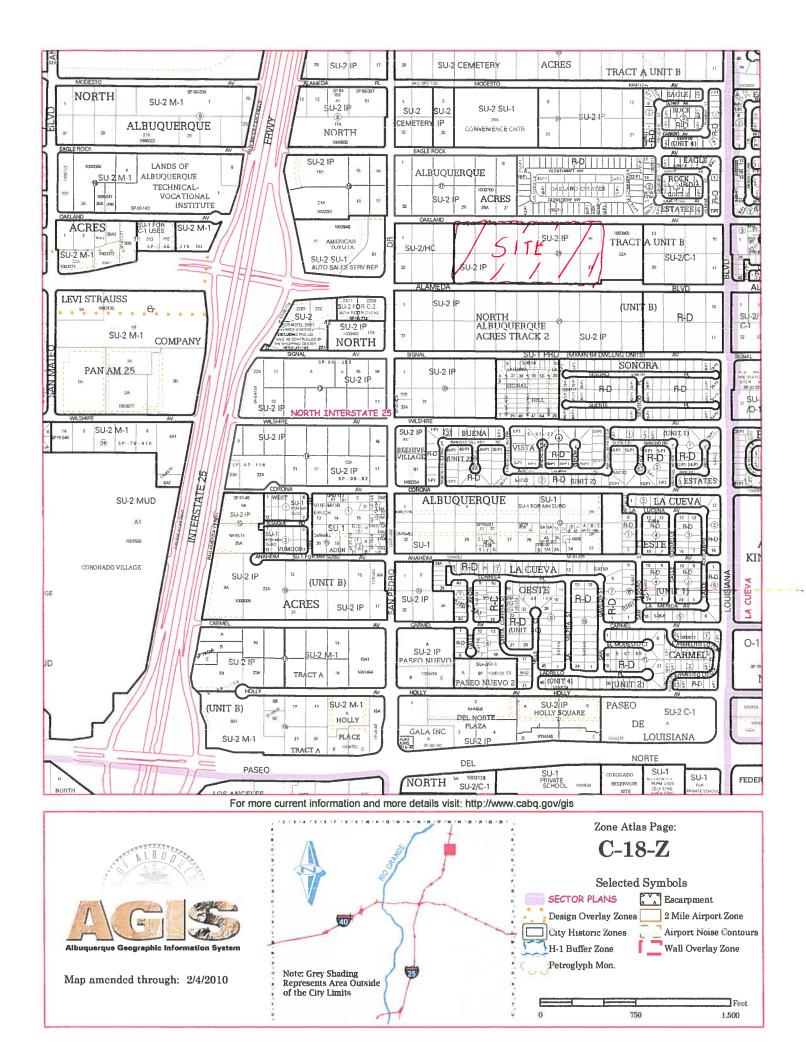
Staff signature & Date

## FORM S(2): SUBDIVISION - D.R.B. PUBLIC HEARING

A Bulk Land Variance requires application on FORM-V in addition to application for subdivision on FORM-S.

A Duik Land Variance require	23 application on i Ortivi-v in a	deticin to application for subdivision t	on i Ordivi-O.
5 Acres or more: Certification of Proposed Preliminary Plate Proposed Infrastructure It Signed Preliminary Pre-Live Design elevations & cross Zone Atlas map with the Letter briefly describing, Property owner's and Cit FORM DRWS Drainage Office of Community & N Sign Posting Agreement Signed Pre-Annexation of Tis/AQIA Traffic impact Fee (see schedule) List any original and/or repreliminary plat approval e	at including the Grading Plan (fold List Development Facilities Fee Agreer as sections of perimeter walls entire property(ies) clearly outline explaining, and justifying the requey Surveyor's signature on the programment, Water & Sewer availability leighborhood Coordination inquiry Agreement if Annexation required Study / Air Quality Impact Assessionated file numbers on the cover a expires after one year.	ed to fit into an 8.5" by 14" pocket) 24 coment for Residential development only 3 copies (11" x 17" maximum) dest possed plat y statement filing information response, notifying letter, certified mail rement form	eceipts
PLEASE NOTE: There are subdivision amendments. public hearing.  Proposed Amended Prel 14" pocket) 24 copies.  Original Preliminary Plat, Zone Atlas map with the Letter briefly describing, Property owner's and City Office of Community & N Sign Posting Agreement List any original and/or re Amended preliminary plat is	re no clear distinctions between Significant changes are those significant changes are those liminary Plat, and/or Infrastructure es and/or Infrastructure List, and/or entire property(ies) clearly outline explaining, and justifying the requive Surveyor's signature on the propleighborhood Coordination inquiry elated file numbers are listed on the approval expires after one year.	est posed amended plat, if applicable response, notifying letter, certified mail r ne cover application	regard to c notice and ito an 8.5" by 14" pocket) eceipts
(Temporary sidewalk de Zone Atlas map with the Letter briefly describing, Plat or plan reduced to 8 Official D.R.B. Notice of Approved Infrastructure Previous SIA extension Office of Community & Sign Posting Agreement List any original and/or reference Fee (see schedule)	the original approval List. If not applicable, please initionotice, if one has been issued. If a leighborhood Coordination inquiry elated file numbers on the cover a	response, notifying letter, certified mail r	
I, the applicant, acknowledge information required but not so with this application will likely deferral of actions.	ubmitted	Applicant name (print) Applicant signature / date	ALBUVERGLE NEW MEXICO
Checklists complete Fees collected Case #s assigned Related #s listed	Application case numbers	Project # Planner	2-36-13 signature / date

	Letter briefly describing a improvements to be Notice on the proposed I Office of Community & N Sign Posting Agreement Fee (see schedule) List any original and/or re	at on FORM S-3, including the and explaining: the request, of waived. Plat that there are conditions Neighborhood Coordination in to related file numbers on the co	compliance with to subsequent s quiry response, ver application	the Development Process Ma	24 coples nual, and all		
	<ul> <li>VACATION OF PUBLIC EASEMENT (DRB27)</li> <li>□ VACATION OF PUBLIC RIGHT-OF-WAY (DRB28)</li> <li>□ 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.)</li> <li>□ Drawing showing the easement or right-of-way to be vacated, etc. (not to exceed 8.5" by 11") 24 copies</li> <li>□ Zone Atlas map with the entire property(ies) clearly outlined</li> <li>□ Letter briefly describing, explaining, and justifying the request</li> <li>□ Office of Community &amp; Neighborhood Coordination inquiry response, notifying letter, certified mail receipts</li> <li>□ Sign Posting Agreement</li> <li>□ Fee (see schedule)</li> <li>□ List any original and/or related file numbers on the cover application</li> <li>Unless the vacation is shown on a DRB approved plat recorded by the County Clerk within one year, it will expire.</li> <li>DRB Public hearings are approximately 30 DAYS after the filling deadline. Your attendance is required.</li> </ul>						
	Zone Atlas map with the Letter briefly describing, List any original and/or n	21) the proposed variance or wait entire property(ies) clearly o explaining, and justifying the related file numbers on the co	utlined variance or wai ver application	• •	6 copies ce 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 filling 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.						
inf- wit	the applicant, acknowledge ormation required but not s th this application will likely ferral of actions.	submitted	Da	Applicant signature / date	ALMOST ERGY E		
日中国	Checklists complete Fees collected Case #s assigned Related #s listed	Application case numbers	05 <u>-</u> <u>Pro</u>	Planner	12-26-13 signature / date		



Mr. Jack Cloud Chair- Development Review Board City of Albuquerque 600 2<sup>nd</sup> street NW Albuquerque, NM 87102

RE:

Preliminary Plat Approval Eagle Crest Subdivision Project # 1009881 Albuquerque, New Mexico

Dear Mr. Cloud:

Rio Grande Engineering requests approval of the enclosed preliminary plat. The proposed development is consistent with the site plan for subdivision submitted with action 13DRB 70744. The enclosed documents include all items required for the board to render a decision the approval of the preliminary plat. In addition, were requesting temporary deferral of internal sidewalks along the frontage of the proposed lots to allow for the home construction first. This letter is also being sent the neighborhood associations with a copy of the proposed preliminary plat.

Should you have any questions regarding this matter, please do not hesitate to call me.

Sincerely, 4

David Soule, PE RIO GRANDE ENGINEERING PO Box 93924 ALBUQUERQUE, NM 87199 321-9099

#### **Enclosures**

Cc;

Jeff Peterson, 7800 Eagle Rock NE Albuquerque NM 87122

Joe Yardumian 7801 RC Gorman NE Albuquerque, NM 87122

Peggy Neff 8305 Caile Sequelle Albuquerque, 87113

Brenda Holley 8208 Santa Clarita NE Albuquerque, NM 87113



## **City of Albuquerque**

P.O. Box 1293, Albuquerque, NM 87103

October 25, 2013

David Soule Rio Grande Engineering P.O. Box 93924

Phone: 505-321-9099/Fax: 505-872-0999 E-mail: <a href="mailto:david@riograndeengineering.com">david@riograndeengineering.com</a>

Dear David:

Thank you for your inquiry of October 25, 2013 requesting the names of ALL Neighborhood and/or Homeowner Associations who would be affected under the provisions of 0-92 by your proposed project at (DRB SUBMITTAL) – LOTS 4-10 AND 23-29, BLOCK 28, NORTH ALBUQUERQUE ACRES, TRACT A, UNIT B, LOCATED ON ALAMEDA BOULEVARD NE BETWEEN SAN PEDRO DRIVE NE AND LOUISIANA BOULEVARD NE zone map C-18.

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

## NOR ESTE N.A. "R"

Jeff Peterson, 7800 Eagle Rock Ave. NE/87122-2723 797-3477 (h) Joe Yardumian, 7801 R.C. Gorman Ave. NE/87122-2748 797-1851 (h)

#### WEST LA CUEVA N.A. "R"

\*Peggy Neff, 8305 Calle Sequelle NE/87113 923-6409 (w) Brenda Holley, 8208 Santa Clarita St. NE/87113

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 <a href="mailto:swinklepleck@cabq.gov">swinklepleck@cabq.gov</a> or by fax at (505) 924-3913.

Sincerely,

## Stephani Winklepleck

Stephani Winklepleck
Neighborhood Liaison
OFFICE OF NEIGHBORHOOD COORDINATION
Planning Department

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

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.

## !!!Notice to Applicants!!!

### SUGGESTED INFORMATION FOR NEIGHBORHOOD NOTIFICATION LETTERS

Applicants for Zone Change, Site Plan, Sector Development Plan approval or an amendment to a Sector Development Plan by the EPC, DRB, etc. are required under Council Bill O-92 to notify all affected neighborhood and/or homeowner associations **PRIOR TO FILING THE APPLICATION TO THE PLANNING DEPARTMENT.** Because the purpose of the notification is to ensure communication as a means of identifying and resolving problems early, it is essential that the notification be fully informative.

## WE RECOMMEND THAT THE NOTIFICATION LETTER INCLUDE THE FOLLOWING INFORMATION:

- 1. The street address of the subject property.
- 2. The legal description of the property, including lot or tract number (if any), block number (if any), and name of the subdivision.
- 3. A physical description of the location, referenced to streets and existing land uses.
- 4. A complete description of the actions requested of the EPC:
  - a) If a **ZONE CHANGE OR ANNEXATION**, the name of the existing zone category and primary uses and the name of the proposed category and primary uses (i.e., "from the R-T Townhouse zone, to the C-2 Community Commercial zone").
  - b) If a **SITE DEVELOPMENT OR MASTER DEVELOPMENT PLAN** approval or amendment describes the physical nature of the proposal (i.e., "an amendment to the approved plan to allow a drive-through restaurant to be located just east of the main shopping center entrance off Montgomery Blvd.").
  - c) If a **SECTOR DEVELOPMENT PLAN OR PLAN AMENDMENT** a general description of the plan area, plan concept, the mix of zoning and land use categories proposed and description of major features such as location of significant shopping centers, employment centers, parks and other public facilities.
  - d) The name, address and telephone number of the applicant and of the agent (if any). In particular the name of an individual contact person will be helpful so that neighborhood associations may contact someone with questions or comments.

## Information from the Office of Neighborhood Coordination

The following information should always be in <u>each</u> application packet that you submit for an EPC or DRB application. Listed below is a "Checklist" of the items needed.

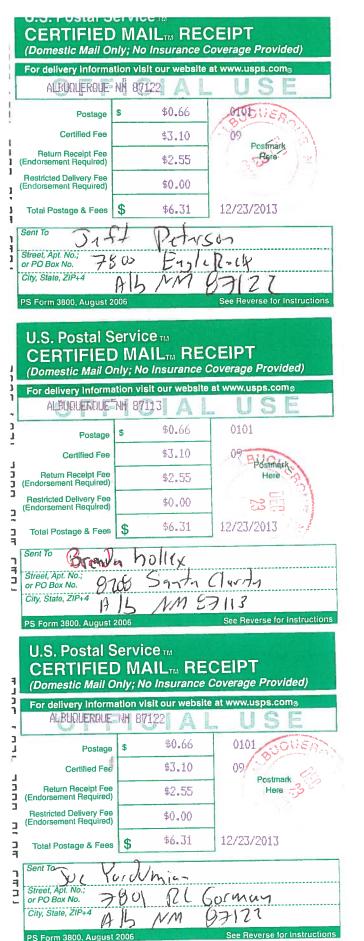
- [X] ONC's "Official" Letter to the applicant (if there are associations). A copy must be submitted with application packet -OR [] The ONC "Official" Letter (if there are no associations). A copy must be submitted with application packet.
   [X] Copies of Letters to Neighborhood and/or Homeowners Associations (if there are associations). A copy must be submitted with application packet.
- [X] Copies of the certified receipts to Neighborhood and/or Homeowners Associations (if there are associations). A copy must be submitted with application packet.

Just a reminder - Our ONC "Official" Letter is only valid for a one (1) month period and if you haven't submitted your application by this date, you will need to get an updated letter from our office.

Any questions, please feel free to contact Stephani at 924-3902 or via an e-mail message at <a href="mailto:swinklepleck@cabq.gov">swinklepleck@cabq.gov</a>. Thank you for your cooperation on this matter.

(below this line for ONC use only)

Date of Inquiry: 10/25/13 Time Entered: 2:50 p.m. ONC Rep. Initials: Siw



CERTIFIED MAIL RECEIPT ហ (Domestic Mail Only; No Insurance Coverage Provided) # For delivery information visit our website at www.usps.com ALBUQUERQUE NM 87113 나라요 \$0.66 0101 Postage Certified Fee \$3.10 ш Postmark 000 Return Receipt Fee (Endorsement Required) CHere \$2.55 Restricted Delivery Fee (Endorsement Required) \$0.00 1,090 Total Postage & Fees \$ \$6.31 12/23/2013 P1657 013 Street, Apt. No.; or PO Box No. Callanseguelle City, State, ZIP+4 PS Form 3800, August 2008

## Letter of Authorization

I,Aleem Kassam, Managing Member of Vandy Investments, owner of LOTS 4-10 &23-29, BLOCK 28, NORTH ALBUQUERQUE ACRES UNIT A TRACT B hereby authorize Rio Grande Engineering of New Mexico, LLC and DAC, LLC to act as our agent sregarding the submittal and approval process for the site plan and platting actions required within City of Albuquerque NM for the subject property

Property Owners:

Date 10/25/13

STATE OF NEW MEXICO

County of Bernalillo

Aleem Kassan SUBSCRIBED and SWORN TO before me on

My commission Expires:

7/19/17

Notary Public:

ANN STEVENS
NOTATIFFUELIC-STATE OF NEW MEDICO

## **EXHIBIT A**

#### **PRELIMINARY**

#### PRE-DEVELOPMENT FACILITIES FEE AGREEMENT

THIS AGREEMENT is made by and between the Albuquerque Municipal School District No. 12, Bernalillo and Sandoval Counties, New Mexico ("Albuquerque Public Schools" or "APS"), a public school district organized and existing pursuant to the laws of New Mexico, and

V	andy,llc	_ ("Develope	r") effecti	ve as of	this	_day of		20	_ and pertains to	o the
sul	odivision comm	only known	asEagle	Cres	t Subc	livision	and mor	e par	ticularly describ	oed
as_	Lots4-10	&23-29,	Block	29, t	init B	, tract	A, noi	rth	albuquerq	ue
	acres							(1	the "Subdivision	n".)

WHEREAS, In order to provide for APS becoming more knowledgeable of development plans within the City so that APS may better plan for future growth, the City of Albuquerque requires that APS approve the plat(s) for any new subdivision; and

WHEREAS, Developer is proposing the development of a new subdivision, and requires APS approval of the plat for said subdivision; and

WHEREAS, DEVELOPER is required by the Albuquerque Subdivision Ordinance to provide appropriate infrastructure and improvements as a condition of developing a subdivision; and

WHEREAS, as a condition of approving such plat APS requires the provision of appropriate infrastructure and facilities or the payment of a facilities fee for each new residence to be constructed to help defray the cost of school construction, expansion, or maintenance;

THEREFORE, in consideration of the mutual promises contained herein, APS and Developer agree as follows:

- 1. Developer agrees that a facilities fee will be paid to APS for each dwelling unit to be constructed in the Subdivision.
- 2. The amount of the fee shall be:
  - If the permit is issued on or after January 1, 2010, the fee shall be \$2975 per dwelling unit.
  - If the permit is issued on or after August 1, 2011 the fee shall be \$1075 per dwelling

The fee for each dwelling unit in multi-family residential structures shall be sixty percent (60%) of the fee for a single family home. "Multi-family residential structure" means any type of residential property other than single-family houses (one single family, detached dwelling unit per lot).

- 3. Developer agrees that the fee shall be paid to APS at or before the issuance of any building permit for any lot or other parcel of property subject to this agreement.
- 4. Developer may satisfy all or part of its obligations under this contract by transferring improved or unimproved property to APS, provided that APS must agree to the transfer and to the value placed on the

transferred property. APS, upon accepting such transfer, shall credit Developer with an amount equal to the agreed value, and the developer may designate the lot(s) to which such amount(s) shall be applied in satisfaction of its obligations hereunder.

- 5. This contract may be recorded in the office the County Clerk of Bernalillo and/or Sandoval County, and shall serve as notice of the Developer's obligation to pay facilities fees. Developer shall include on the plat of the Subdivision a statement that "The property on this plat is subject to a Pre-Development Facilities Fee Agreement with the Albuquerque Public Schools, recorded at [recording data]."
- 6. APS, through its Facilities Fee Administrator, will provide a Payment Acknowledgement in the form attached hereto to the Developer reflecting receipt of the facilities fee (or equivalent compensation as described in paragraph 4 above), which form may be given to the City to show satisfaction of the fee obligation and satisfy that condition for receiving building permits. Developer may record that Payment Acknowledgement in the real estate records of Bernalillo or Sandoval County, but APS shall not be responsible for paying any recording fees nor shall APS be responsible for recording any such documents with the office of the County Clerk or any other office.

	DRB Project #1009881
	APS Cluster La Cueva
original signed and notoriz	ed by both
Name (typed or printed) and title	
STATE OF NEW MEXICO	
COUNTY OF BERNALILLO	
This instrument was acknowledged before as of	ore me on, by, a corporation.
(Seal)	Notary Public
ALBUQUERQUE PUBLIC SCHOOLS	My commission expires:
By: aps closed 12/20-1/2/14.	they told me to pick up but et until the 2nd. i will replace with the
STATE OF NEW MEXICO COUNTY OF BERNALILLO This instrument was acknowledged before as of the Bernalillo and Sandoval Counties, and school did of New Mexico.	ore me on, by e Albuquerque Municipal School District No. 12, istrict organized and existing under the laws of the State
	Notary Public
(Seal)	My commission expires:

d<sub>2</sub>