



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

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)

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): Cartesian Surveys, Inc. PHONE: 896-3050
 ADDRESS: P.O. Box 44414 FAX: 891-0244
 CITY: Rio Rancho STATE NM ZIP 87174 E-MAIL: cartesianandnise@gmail.com

APPLICANT: Jane E. Morgan PHONE: _____
 ADDRESS: 10500 Academy NE Apt. 113 FAX: _____
 CITY: Albuquerque STATE NM ZIP 87111 E-MAIL: _____
 Proprietary interest in site: _____ List all owners: _____

DESCRIPTION OF REQUEST: Approval of an amended site plan reflecting the proposed lot lines and easements and subdivide one lot into 3 separate 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. 3 Block: 4 Unit: _____
 Subdiv/Addn/TBKA: Sandia Research Park
 Existing Zoning: SU-IP Proposed zoning: SU-IP MRGCD Map No. _____
 Zone Atlas page(s): M-21 UPC Code: 102105511041500165

CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB, AX, Z, V, S, etc.):
1009988

CASE INFORMATION:

Within city limits? ☒ Yes Within 1000FT of a landfill? No
 No. of existing lots: 1 No. of proposed lots: 3 Total site area (acres): 3.8895
 LOCATION OF PROPERTY BY STREETS: On or Near: Research Road SE
 Between: Eubank Blvd. and Innovation Parkway

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

SIGNATURE Denise M. King DATE 4/4/14
 (Print Name) _____ 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

140RB-70100

Action

PAF

CMF

S.F.

Fees

\$355.00

\$20.00

\$

\$

\$

\$

Total

\$375.00

Hearing date April 16, 2014

4-8-14

Staff signature & Date

Project # 1009988

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.

N/A 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

N/A Signed & recorded Final Pre-Development Facilities Fee Agreement for Residential development only

N/A 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

N/A 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

N/A 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.

Denise King
Applicant name (print)

[Signature] 4/4/14
Applicant signature / date



Form revised October 2007

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

Application case numbers
14 - DRB - 76100

Project # 1009958

Planner signature / date
4-8-14

Cartesian Surveys Inc.

PO Box 44414, Rio Rancho, NM 87174
896-3050 Fax 891-0244

April 7, 2014

Development Review Board
City of Albuquerque

Re: Plat to Subdivide existing lot into 3 separate lots, Vacate Easements and Grant Easements.

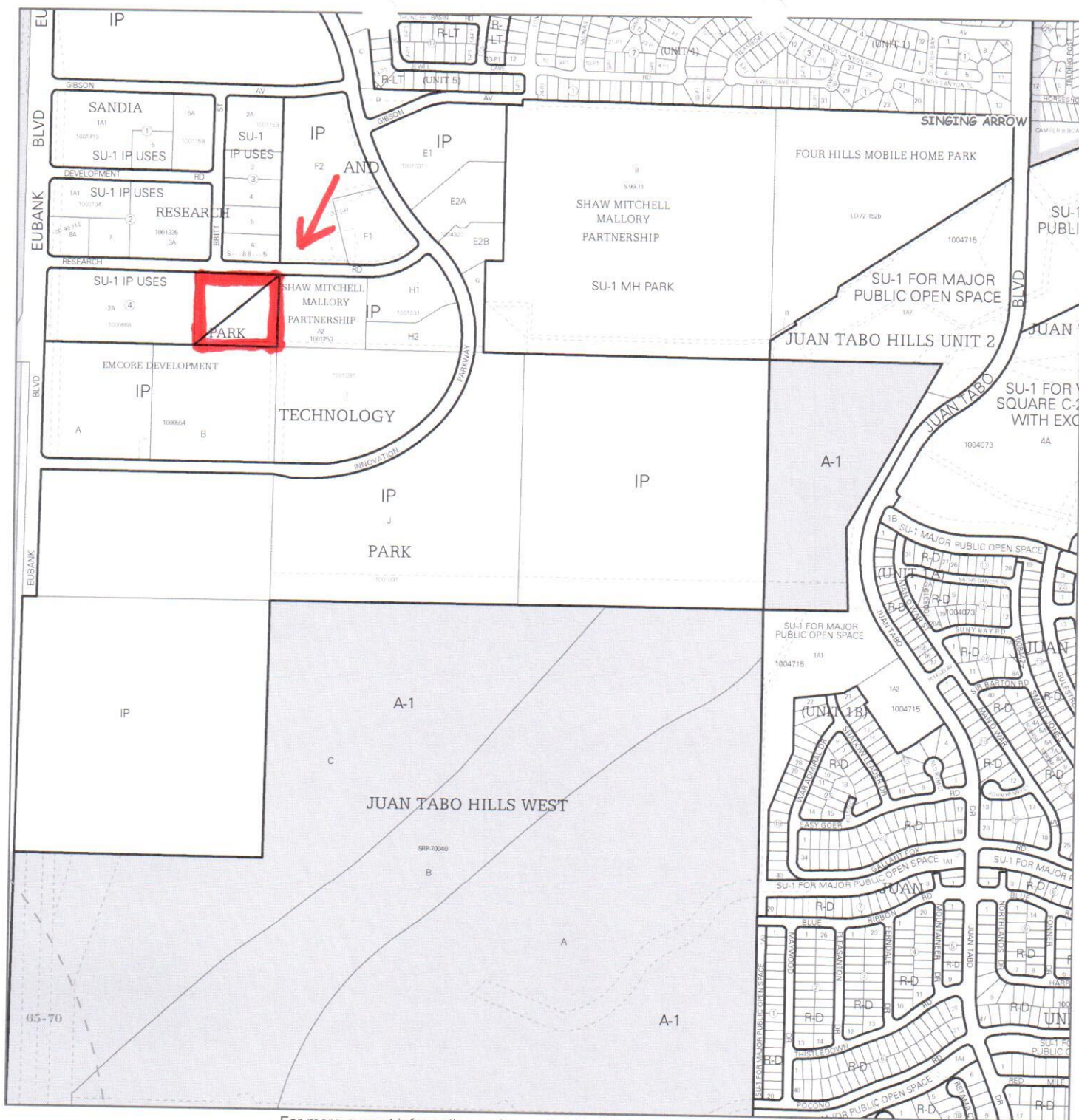
Members of the Board:

Cartesian Surveys is acting as an agent for the owner and requests approval of a sketch plat to subdivide existing lot into 3 separate lots, vacate easements, and grant easements for Lot 3, Block 4 of Sandia Research Park.

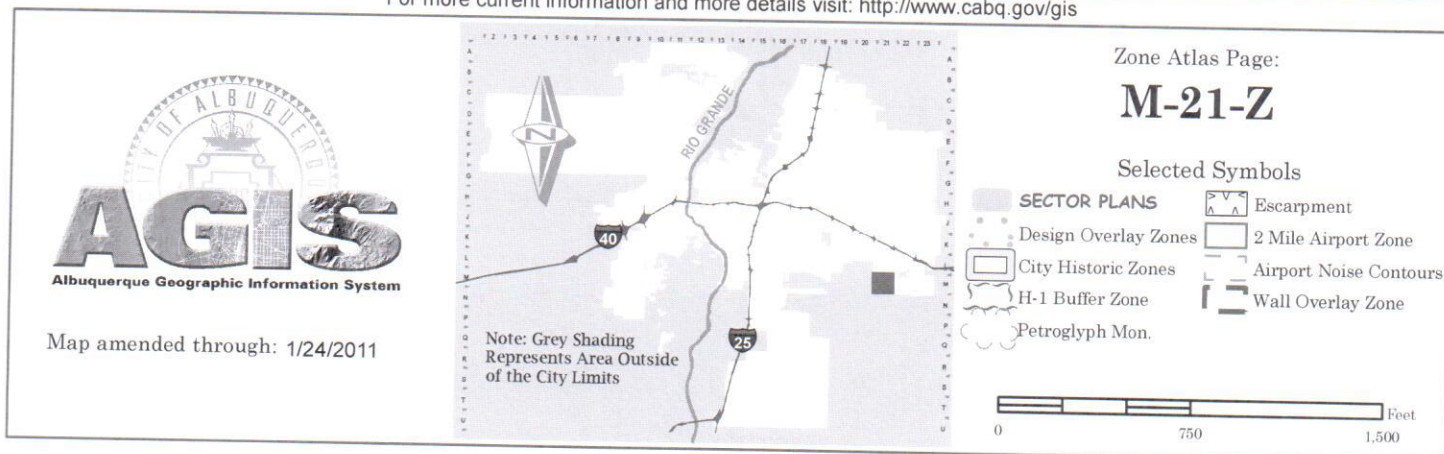
If you have any questions, please feel free to call.

Thank you for your time and consideration.

Will Plotner Jr., NMLS 14271



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



City of Albuquerque Planning Department

DEVELOPMENT AND BUILDING SERVICES

STANDARD APPLICATION, Paper Plans Required

DEVELOPMENT REVIEW BOARD

Category Code **910**
2014 070 100

04/08/2014 Issued By: BLDADM 232971

Application Number: **14DRB-70100**, Minor - Preliminary/ Final Plat Approval

Address:

Location Description: RESEARCH BETWEEN EUBANK AND INNOVATION PARK WAY

Project Number: 1009988

Applicant
JANE E MORGAN

10500 ACADEMY NE APT 113
ALBUQUERQUE NM 87111

Agent / Contact
CARTESIAN SURVEYS INC
DENISE M KING
PO BOX 44414
RIO RANCHO NM 87174

Application Fees

APN Fee

Conflict Mgmt Fee	\$20.00
-------------------	---------

DRB Actions	\$355.00
-------------	----------

TOTAL:	\$375.00
---------------	-----------------

City of Albuquerque Treasury
Date: 4/8/2014 Office: AMEX
Stat ID: W5000007 Cashier: TRSDF
Batch: 3485 Trans #: 13
Permit: 2014070100
Receipt Num: 00191150
Payment Total: \$375.00
0901 Conflict Mgmt Fee \$20.00
0903 DRB Actions \$355.00
VISA Tendered : \$375.00



INTER-OFFICE MEMORANDUM

COMMENTING AGENCIES

DEBBIE BAUMAN/ JOHN MAKENZIE -	Transportation Development
SHABIH RIZVI - KENDRA WATKINS/ ANDREW GINGERICH -	Transit & Parking Department
LYNN MAZUR - STEVE SINK -	Council of Governments AMAFCA
SUSANNAH ABBEY - ANTONIO CHINCHILLA -	APD Crime Prevention Open Space Division
DAVID KILPATRICK - STEPHANI WINKLEPLECK -	Fire Department Zoning Enforcement Inspector
DANIEL ARAGON - PATRICK SANCHEZ -	Neighborhood Coordination Public Service Company of New Mexico
APRIL WINTERS - MICHELE RAMIREZ -	New Mexico Gas Company Albuquerque Public Schools
MIKE MORTUS - RAY GOMEZ -	CenturyLink Comcast Cable
SUZANNE BUSCH -	Middle Rio Grande Conservancy District (MRGCD) Environmental Health

Your comments on the following case(s) are requested. Board hearing date:

PROJECT # 1009988

WEDNESDAY, April 16, 2014

Comments must be received by:

Friday, April 4, 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 924-3946 or agomez@cabq.gov**