



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)
- 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): DEKKER/PERICH/SABATINI PHONE: 505-761-9700
 ADDRESS: 7601 JEFFERSON ST NE, SUITE 100 FAX: 505-761-9700
 CITY: ALBUQUERQUE STATE NM ZIP 87109 E-MAIL: chrisg@dpsdesign.org

APPLICANT: CARR REAL ESTATE, LTD PHONE: 505-715-2477
 ADDRESS: 6408 CALLE CANDELA FAX: _____
 CITY: LOS RANCHOS STATE NM ZIP 87109 E-MAIL: lynn@lcarrozza.com
 Proprietary interest in site: OWNER List all owners: _____

DESCRIPTION OF REQUEST: REVIEW AND APPROVAL OF A SITE DEVELOPMENT PLAN FOR SUBDIVISION PER THE REQUIREMENTS OF THE NORTH I-24 SDP

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 15 Block: _____ Unit: V
 Subdiv/Addn/TBKA: LOOP INDUSTRIAL DISTRICT
 Existing Zoning: SU-2 M-1 Proposed zoning: SU-2 M-1 MRGCD Map No _____
 Zone Atlas page(s): C-17-Z UPC Code: 101706440024540216

CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX_,Z_, V_, S_, etc.): AA-96-92

CASE INFORMATION:

Within city limits? Yes Within 1000FT of a landfill? NO
 No. of existing lots: 1 No. of proposed lots: 2 Total site area (acres): 3.36

LOCATION OF PROPERTY BY STREETS: On or Near: WILSHIRE AVENUE
 Between: JEFFERSON STREET and BROOK STREET

Check if project was previously reviewed by: Sketch Plat/Plan or Pre-application Review Team(PRT) Review Date: 8/5/2014

SIGNATURE _____ DATE _____

(Print Name) CHRISTOPHER R. GUNNING Applicant: Agent:

FOR OFFICIAL USE ONLY

Revised: 4/2012

<input type="checkbox"/> INTERNAL ROUTING	Application case numbers	Action	S.F.	Fees
<input type="checkbox"/> All checklists are complete	_____	_____	_____	\$ _____
<input type="checkbox"/> All fees have been collected	_____	_____	_____	\$ _____
<input type="checkbox"/> All case #s are assigned	_____	_____	_____	\$ _____
<input 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 _____

Project # _____

FORM P(2): SITE PLAN REVIEW - D.R.B. PUBLIC HEARING

SITE DEVELOPMENT PLAN FOR SUBDIVISION (DRB15) **Maximum Size: 24" x 36"**

- NA** 5 Acres or more & zoned SU-1, IP, SU-2, PC, or Shopping Center: Certificate of No Effect or Approval
- X** Scaled site plan and related drawings (folded to fit into an 8.5" by 14" pocket) **24 copies**
- X** Zone Atlas map with the entire property(ies) clearly outlined
- X** Letter briefly describing, explaining, and justifying the request
- X** Letter of authorization from the property owner if application is submitted by an agent
- X** Copy of the document delegating approval authority to the DRB **North I-25 SDP**
- X** Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
- ___ Sign Posting Agreement
- X** Completed Site Plan for Subdivision Checklist
- NA** 6 copies of the Infrastructure List, if relevant to the site plan
- X** TIS/AQIA Traffic Impact Study form with required signature
- ___ Fee (see schedule)
- X** List any original and/or related file numbers on the cover application

DRB hearings are approximately 30 DAYS after the filing deadline. **Bring the original** to the meeting.
Your attendance is required.

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT (DRB14) **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) **24 copies**
- ___ Site Plan for Subdivision, if applicable, previously approved or simultaneously submitted. (Folded to fit into an 8.5" by 14" pocket.) **24 copies** for DRB public hearings
- ___ Solid Waste Management Department signature on Site Plan
- ___ Zone Atlas map with the entire property(ies) precisely and clearly outlined and crosshatched (to be photocopied)
- ___ 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
- ___ Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
- ___ Sign Posting Agreement
- ___ Completed Site Plan for Building Permit Checklist
- ___ 6 copies of the Infrastructure List, if relevant to the site plan
- ___ TIS/AQIA Traffic Impact Study form with required signature
- ___ Copy of Site Plan with Fire Marshal's stamp
- ___ Fee (see schedule)
- ___ List any original and/or related file numbers on the cover application

D. R. B. hearings are approximately 30 DAYS after the filing deadline. **Bring the original** to the meeting.
Your attendance is required.

AMENDED SITE DEVELOPMENT PLAN FOR SUBDIVISION or BUILDING PERMIT (DRB10) **Maximum Size: 24" x 36"**

- ___ Proposed amended Site Plan (folded to fit into an 8.5" by 14" pocket) **24 copies**
- ___ DRB signed Site Plan being amended (folded to fit into an 8.5" by 14" pocket) **24 copies**
- ___ DRB signed Site Plan for Subdivision, if applicable (required when amending SDP for Building Permit) **24 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
- ___ Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
- ___ Sign Posting Agreement
- ___ Completed Site Plan for Building Permit Checklist (not required for amendment of SDP for Subdivision)
- ___ 6 copies of the Infrastructure List, if relevant to the site plan
- ___ TIS/AQIA Traffic Impact Study form with required signature
- ___ Fee (see schedule)
- ___ List any original and/or related file numbers on the cover application

D. R. B. hearings are approximately 30DAYS after the 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.

Applicant name (print)

Applicant signature / date

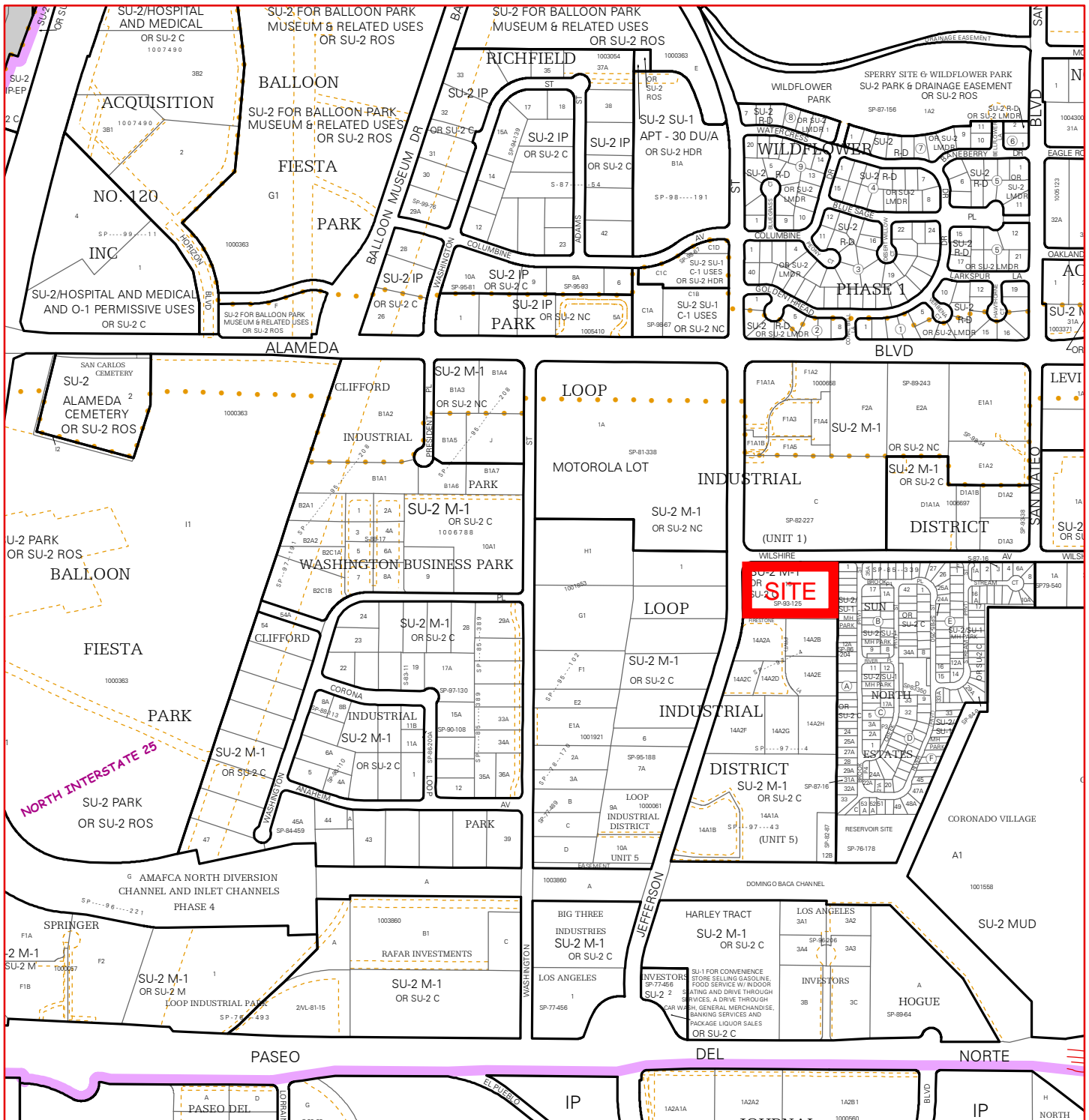


Form revised **October 2007**

- Checklists complete Application case numbers
- Fees collected _____ - _____
- Case #s assigned _____ - _____
- Related #s listed _____ - _____

Planner signature / date

Project #



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:
C-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

September 2, 2014



Mr. Jack Cloud, AICP
Chair, Development Review Board
City of Albuquerque Planning Department
601 Second Street NW
Albuquerque, NM 87102

Re: Reason for Request
Site Development Plan for Subdivision
Lot 15, Loop Industrial District, Unit V
4920 Wilshire Avenue, NE
Albuquerque, New Mexico

Dear Mr. Cloud:

Dekker/Perich/Sabatini, acting as agent for Carr Real Estate, Ltd., owner of the subject property, hereby submits the attached application to the Development Review Board for approval of a Site Development Plan for Subdivision. A final plat application is being submitted concurrently by Serv-Tek.

The property is within the bounds of the North I-25 Sector Development Plan, and is currently zoned SU-2, M-1. No zone change is desired, and the owners wish to develop the property in accordance with the uses allowed under the existing zoning.

A little more than half the property is currently developed and is the home to Heller Distributing, a refrigerated warehouse and office facility. The remainder of the property is undeveloped. It is a single lot and it is the owner's intention to subdivide it into two lots in anticipation of sale or development of the vacant portion. Since there is no specific use or user, we are submitting only for Site Development Plan for Subdivision at this time. Once a user is identified, and specific plans are known, the owners will submit a separate Site Development Plan for Building Permit per the requirements of the North I-25 Sector Development Plan.

Based on the above, we respectfully request approval of this request.

Sincerely,

Dekker/Perich/Sabatini Ltd.

Christopher R. Gunning, AIA, LEED AP
Principal

CARR REAL ESTATE LTD

(505) 715 - 2477 6408 Calle Candela NW Los Ranchos, New Mexico 87107

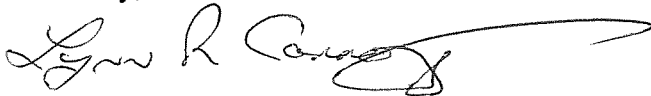
September 2, 2014

Mr. Christopher R Gunning
Dekker/Perich/Sabatini
7601 Jefferson NE, Suite 100
Albuquerque, NM 87109

Dear Mr. Gunning:

With this letter we hereby authorize Dekker/Perich/Sabatini to act as our agent for the purpose of pursuing approval of a Site Development Plan for Subdivision and final plat for the property at 4920 Wilshire NE in Albuquerque, New Mexico.

Sincerely,

A handwritten signature in black ink, appearing to read "Lynn R. Carrozza", with a long, sweeping flourish extending to the right.

Lynn R. Carrozza
President



City of Albuquerque

P.O. Box 1293, Albuquerque, NM 87103

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

September 2, 2014

Chris Gunning
Dekker Perich Sabatini
7601 Jefferson NE, Suite 100/87109
Phone: 505-761-9700/Fax: 505-761-4222
E-mail: chrisg@dpsdesign.org

Dear Ted:

Thank you for your inquiry of **September 2, 2014** requesting the names of **ALL Neighborhood and/or Homeowner Associations** who would be affected under the provisions of *§14-8-2-7 of the Neighborhood Association Recognition Ordinance* by your proposed project at **(DRB SUBMITTAL) – LOT 15, LOOP INDUSTRIAL DISTRICT, UNIT V, LOCATED ON WILSHIRE AVENUE NE BETWEEN JEFFERSON STREET NE AND BROOK STREET NE** Zone Map: **C-17.**

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

SEE “ATTACHMENT A” FOR THE NAMES OF THE NEIGHBORHOOD AND/OR HOMEOWNER ASSOCIATIONS THAT NEED TO BE CONTACTED IN REGARDS TO THIS DRB SUBMITTAL – please attach this letter and Attachment A to your application packet – siw.

Please note that according to *§14-8-2-7 of the Neighborhood Association Recognition Ordinance* 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.** If you have any questions about the information provided, please contact me at (505) 924-3902 or via an e-mail message at swinklepleck@cabq.gov 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 NA/HOA.

Planningnaform (03/20/14)

!!!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 recognized neighborhood 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 describe 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 each application packet that you submit for an EPC or DRB application. Listed below is a "Checklist" of the items needed.

- 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.
- Copies of Letters to Neighborhood and/or Homeowners Associations (if there are associations). A copy must be submitted with application packet.**
- 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 swinklepleck@cabq.gov.

Thank you for your cooperation on this matter.

(below this line for ONC use only)

Date of Inquiry: 09/02/14 Time Entered: 12:50 p.m. ONC Rep. Initials: siw

“ATTACHMENT A”

Chris Gunning
Dekker Perich Sabatini
7601 Jefferson NE, Suite 100/87109
Phone: 505-761-9700
Zone Map: C-17

ALAMEDA NORTH VALLEY ASSN. “R”

***Steve Wentworth**

8919 Boe Ln. NE/87113-2328 897-3052 (h)

Mark Rupert

P.O. Box 10454/87184 792-0942 (h)

WILDFLOWER AREA N.A. “R”

***Larry T. Caudill**

4915 Watercress NE/87113 857-0596 (h)

Tony Perry

4909 Watercress NE/87113 797-7098 (h)

***President of NA/HOA**

September 3, 2014



Mr. Steve Wentworth
Alameda North Valley Association
8919 Boe Lane NE
Albuquerque, NM 87113

Re: Application for Approval of a
Site Development Plan for Subdivision
Lot 15, Loop Industrial District, Unit V
4920 Wilshire Avenue, NE
Albuquerque, New Mexico

Dear Mr. Wentworth:

Dekker/Perich/Sabatini, acting as agent for Carr Real Estate, Ltd., owner of the subject property, recently submitted an application to the Development Review Board (DRB) for approval of a Site Development Plan for Subdivision. A final plat application was submitted concurrently by Serv-Tek.

The property is within the bounds of the North I-25 Sector Development Plan, and is currently zoned SU-2, M-1. No zone change is desired, and the owners wish to develop the property in accordance with the uses allowed under the existing zoning.

A little more than half the property is currently developed and is the home to Heller Distributing, a refrigerated warehouse and office facility. The remainder of the property is undeveloped. It is a single lot and it is the owner's intention to subdivide it into two lots in anticipation of sale or development of the vacant portion. Since there is no specific use or user, we are submitting only for Site Development Plan for Subdivision at this time. Once a user is identified, and specific plans are known, the owners will submit a separate Site Development Plan for Building Permit per the requirements of the North I-25 Sector Development Plan.

The DRB is scheduled to review our application on October 1, 2014 at 9:00am, in the basement hearing room at 601 Second Street NW, Albuquerque, New Mexico.

Sincerely,

Dekker/Perich/Sabatini Ltd.

Christopher R. Gunning, AIA, LEED AP
Principal

September 3, 2014



Mr. Mark Rupert
Alameda North Valley Association
PO Box 10454
Albuquerque, NM 87184

Re: Application for Approval of a
Site Development Plan for Subdivision
Lot 15, Loop Industrial District, Unit V
4920 Wilshire Avenue, NE
Albuquerque, New Mexico

Dear Mr. Rupert:

Dekker/Perich/Sabatini, acting as agent for Carr Real Estate, Ltd., owner of the subject property, recently submitted an application to the Development Review Board (DRB) for approval of a Site Development Plan for Subdivision. A final plat application was submitted concurrently by Serv-Tek.

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Sincerely,

Dekker/Perich/Sabatini Ltd.

Christopher R. Gunning, AIA, LEED AP
Principal

September 3, 2014



Mr. Tony Perry
Wildflower Area N.A.
4909 Watercress NE
Albuquerque, NM 87113

Re: Application for Approval of a
Site Development Plan for Subdivision
Lot 15, Loop Industrial District, Unit V
4920 Wilshire Avenue, NE
Albuquerque, New Mexico

Dear Mr. Perry:

Dekker/Perich/Sabatini, acting as agent for Carr Real Estate, Ltd., owner of the subject property, recently submitted an application to the Development Review Board (DRB) for approval of a Site Development Plan for Subdivision. A final plat application was submitted concurrently by Serv-Tek.

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Sincerely,

Dekker/Perich/Sabatini Ltd.

Christopher R. Gunning, AIA, LEED AP
Principal

September 3, 2014



Mr. Larry T. Caudill
Wildflower Area N.A.
4915 Watercress NE
Albuquerque, NM 87113

Re: Application for Approval of a
Site Development Plan for Subdivision
Lot 15, Loop Industrial District, Unit V
4920 Wilshire Avenue, NE
Albuquerque, New Mexico

Dear Mr. Caudill:

Dekker/Perich/Sabatini, acting as agent for Carr Real Estate, Ltd., owner of the subject property, recently submitted an application to the Development Review Board (DRB) for approval of a Site Development Plan for Subdivision. A final plat application was submitted concurrently by Serv-Tek.

The property is within the bounds of the North I-25 Sector Development Plan, and is currently zoned SU-2, M-1. No zone change is desired, and the owners wish to develop the property in accordance with the uses allowed under the existing zoning.

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Sincerely,

Dekker/Perich/Sabatini Ltd.

Christopher R. Gunning, AIA, LEED AP
Principal

7013 0600 0000 9137 7453

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Certified Fee	3.30	
Return Receipt Fee (Endorsement Required)	2.70	
Restricted Delivery Fee (Endorsement Required)		
Total Postage & Fees	\$ 6.48	

Sent To **STEVE WENTWORTH**
 Street, Apt. No.; or PO Box No. **8919 BOE LANE NE**
 City, State, ZIP+4 **ALBUQUERQUE, NM 87113**

PS Form 3800, August 2006 See Reverse for Instructions

7013 0600 0000 9137 7454

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OFFICIAL USE

Postage	\$ 0.48	RECEIVED SEP 03 2014 Postmark Here Dekker/Perich/Sabatini
Certified Fee	3.30	
Return Receipt Fee (Endorsement Required)	2.70	
Restricted Delivery Fee (Endorsement Required)		
Total Postage & Fees	\$ 6.48	

Sent To **LARRY CADILL**
 Street, Apt. No.; or PO Box No. **4915 WATERCRESS NE**
 City, State, ZIP+4 **ALBUQUERQUE, NM. 87113**

PS Form 3800, August 2006 See Reverse for Instructions

7013 0600 0000 9137 7460

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OFFICIAL USE

Postage	\$ 0.48	RECEIVED SEP 03 2014 Postmark Here Dekker/Perich/Sabatini
Certified Fee	3.30	
Return Receipt Fee (Endorsement Required)	2.70	
Restricted Delivery Fee (Endorsement Required)		
Total Postage & Fees	\$ 6.48	

Sent To **TONY PERRY**
 Street, Apt. No.; or PO Box No. **4909 WATERCRESS NE**
 City, State, ZIP+4 **ALBUQUERQUE, NM 87113**

PS Form 3800, August 2006 See Reverse for Instructions

7013 0600 0000 9137 7477

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(Domestic Mail Only; No Insurance Coverage Provided)

For delivery information visit our website at www.usps.com®

OFFICIAL USE

Postage	\$ 0.48	RECEIVED SEP 03 2014 Postmark Here Dekker/Perich/Sabatini
Certified Fee	3.30	
Return Receipt Fee (Endorsement Required)	2.70	
Restricted Delivery Fee (Endorsement Required)		
Total Postage & Fees	\$ 6.48	

Sent To **MARK RUPERT**
 Street, Apt. No.; or PO Box No. **P.O. BOX 10454**
 City, State, ZIP+4 **ALBUQUERQUE, N.M. 87184**

PS Form 3800, August 2006 See Reverse for Instructions

SITE DEVELOPMENT PLAN FOR SUBDIVISION CHECKLIST

This checklist is used by the Planning Department to verify the completeness of site development plans submitted for review by the Environmental Planning Commission (EPC) and Development Review Board (DRB). Because development proposals vary in type and scale, there may be submittal requirements that are not specified here and Planning Staff may require additional information. Nonetheless, it is the applicant's responsibility to provide a complete submittal.

Site development plans should generally be composed of the following plan sheets. **The Applicant shall include and check off all items shown on the site plan or write in "n/a" if not applicable.**

NOTE: MAXIMUM SIZE FOR SUBMITTAL IS 24" X 36", or as pre-approved by Planning Staff

SHEET # 1 – SITE PLAN (Required)

- 1. Scale: at least 1" = 100'
- 2. Bar Scale
- 3. North Arrow
- 4. Vicinity Map
- 5. Signature Block (for DRB site dev. plans only)
- 6. The Site (property lines)
- 7. Current/Existing Zoning
- 8. Proposed Use(s) and List of Applicable Plans
- 9. Pedestrian Ingress and Egress (Access)
- 10. Vehicular Ingress and Egress (Access)
- 11. Any Internal Circulation Requirements
- 12. Existing easements with recording information
- 13. For each lot: **PER THE REQUIREMENTS OF THE NORTH 1-25 SDP**
 - a. Maximum Building Height
 - b. Minimum Building Setback
 - c. Maximum Total Dwelling Units and / or
 - d. Maximum Floor Area Ratio (F.A.R.) for Nonresidential Uses

SHEET # 2 – CONCEPTUAL GRADING AND DRAINAGE PLAN

- A. Conceptual Grading and Drainage Plan is required for the following:
- Commercial Development: The applicant shall consult with the City Engineer or his/her designee to determine what documentation is necessary to provide the EPC and/or DRB with an understanding of site topography and how it relates to adjacent property.
 - Residential Development, Volcano Heights Sector Development Plan, or other sector development plans that do not require a site development plan for building permit submittal: Show existing and proposed contours, Finished Floor Elevation, retaining wall heights, approximate street slopes, ponding and flood zone status.
- B. For sites 5 acres or greater or for sites where drainage infrastructure is required, a Drainage Report is required to be submitted, but does not have to be approved at time of submittal.

SHEET # 3 – DESIGN STANDARDS *(OPTIONAL – beneficial if seeking delegation of EPC approval authority for future site development plans for building permit)*

ACCOMPANYING MATERIAL

- A. Fee payment
- B. Complete application
- C. Written Summary of Request including a narrative describing compliance with applicable plans and/or zoning requirements per §14-16-3-11(B) of the Comprehensive Zoning Code.
- D. 8-1/2" x 11" reductions
- E. **Electronic Copy (pdf) of Site Development Plan**

SITE DEVELOPMENT PLAN FOR SUBDIVISION *CHECKLIST*

DESIGN STANDARDS FOR FUTURE SITE DEVELOPMENT PLANS FOR BUILDING PERMIT

In cases where sites are not governed by design regulations other than those in the Zoning Code, and where an applicant is requesting delegation of future phases of development or future site development plans for building permit to the DRB or other approval body, design standards shall be provided and approved by the EPC to guide future development. The Design Standards should be written so that they can be enforced by the DRB and/or Code Enforcement and should reference compliance with applicable plans and regulations. Since Zoning Code design requirements are considered minimal, the proposed Design Standards should go above and beyond what is already required by the Zoning Code.

At a minimum, the design standards should address the following elements of design.

Site Design

- Overall layout of site and buildings, relationship to adjacent buildings and sites
- Building placement, orientation, and setbacks
- Pedestrian and vehicular circulation and connectivity (internal and external)
- Parking location and design (parking should not dominate the street frontage; shared parking/cross parking is strongly encouraged)
- Public outdoor spaces including pedestrian amenities, shading, etc. (aggregate outdoor space is strongly encouraged)
- Screening/buffering techniques
- Design and purpose of all walls and wall openings
- Design and purpose of all lighting
- How to address topographic challenges/opportunities
- Sustainable techniques such as permeable paving and other “green” features

Street Realm

- Transit, bicycle, pedestrian amenities
- Landscape buffers, sidewalks and other amenities in the public r-o-w
- Street trees – subject to the Street Tree Ordinance

Landscaping

- Overall landscape theme including plant palette and general location, height, and purpose of plants and trees
- Water conservation techniques

Building Design

- Context
- Architectural theme or style
- Maximum building height, scale, massing, materials, colors, and articulation

Signage

- Signage Plan indicating the general dimensions, location, colors, lighting and materials of all proposed signage.

CITY OF ALBUQUERQUE

TRAFFIC IMPACT STUDY (TIS) FORM

APPLICANT: CARR REAL ESTATE, LLC DATE OF REQUEST: 09/03/2014 ZONE ATLAS PAGE(S): C-17-Z

CURRENT:

ZONING SU-2 M-1
PARCEL SIZE (AC/SQ. FT.) 3.6 AC /146,350SF

LEGAL DESCRIPTION:

LOT OR TRACT # 15 BLOCK # UNIT V
SUBDIVISION NAME LOOP INDUSTRIAL DISTRICT

REQUESTED CITY ACTION(S):

ANNEXATION []
ZONE CHANGE []: From _____ To _____
SECTOR, AREA, FAC, COMP PLAN []
AMENDMENT (Map/Text) []

SITE DEVELOPMENT PLAN:

SUBDIVISION* [X] AMENDMENT []
BUILDING PERMIT [] ACCESS PERMIT []
BUILDING PURPOSES [] OTHER []

*includes platting actions

PROPOSED DEVELOPMENT:

NO CONSTRUCTION/DEVELOPMENT []
NEW CONSTRUCTION []
EXPANSION OF EXISTING DEVELOPMENT [X]

GENERAL DESCRIPTION OF ACTION:

OF UNITS: _____
BUILDING SIZE: 40,000 (sq. ft.)

Note: changes made to development proposals / assumptions, from the information provided above, will result in a new TIS determination.

APPLICANT OR REPRESENTATIVE  DATE 09/03/2014

(To be signed upon completion of processing by the Traffic Engineer)

Planning Department, Development & Building Services Division, Transportation Development Section -
2ND Floor West, 600 2nd St. NW, Plaza del Sol Building, City, 87102, phone 924-3994

TRAFFIC IMPACT STUDY (TIS) REQUIRED: YES [] NO [] BORDERLINE []

THRESHOLDS MET? YES [] NO [] MITIGATING REASONS FOR NOT REQUIRING TIS: PREVIOUSLY STUDIED: []

Notes:

If a TIS is required: a scoping meeting (as outlined in the development process manual) must be held to define the level of analysis needed and the parameters of the study. **Any subsequent changes to the development proposal identified above may require an update or new TIS.**

TRAFFIC ENGINEER

DATE

Required TIS **must be completed prior to applying to the EPC and/or the DRB.** Arrangements must be made prior to submittal if a variance to this procedure is requested and noted on this form, otherwise the application may not be accepted or deferred if the arrangements are not complied with.

TIS -SUBMITTED / /
-FINALIZED / /

TRAFFIC ENGINEER

DATE