A City of Albuquerque

DEVELOPMENT/ PLAN REVIEW APPLICATION
Updated 4/16/15

SUBDIVISION	**S Z ZONING & PLANNING**
____ Major subdivision action	____ Annexation
✓ Minor subdivision action	
____ Vacation	**V** ____ Zone Map Amendment (Establish or Change
____ Variance (Non-Zoning)	Zoning, includes Zoning within Sector Development Plans)
SITE DEVELOPMENT PLAN	**P** ____ Adoption of Rank 2 or 3 Plan or similar
____ for Subdivision	____ Text Amendment to Adopted Rank 1, 2 or 3
____ for Building Permit	Plan(s), Zoning Code, or Subd. Regulations
____ Administrative Amendment (AA)	
____ Administrative Approval (DRT, URT, etc.)	
____ IP Master Development Plan	**D** ____ Street Name Change (Local & Collector)
____ Cert. of Appropriateness (LUCC)	**L A APPEAL / PROTEST of...**
STORM DRAINAGE (Form D)	____ Decision by: DRB, EPC, LUCC, Planning
____ Storm Drainage Cost Allocation Plan	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): SURV-TEK, INC   PHONE: 897-3366
ADDRESS: 9384 VALLEY VIEW DR NW   FAX: 897-3377
CITY: ALB   STATE NM ZIP 87114 E-MAIL RUSS HUGG@SURVTEK.COM
APPLICANT: McLEOD & I-25, LLC   PHONE: 858-0001
ADDRESS: 6801 JEFFERSON NE SUITE 300   FAX: 878-0002
CITY: ALB   STATE NM ZIP 87109 E-MAIL:
Proprietary interest in site: OWNERS   List **all** owners:
DESCRIPTION OF REQUEST: MINOR PRELIMINARY/FINAL PLAT TO DIVIDE 1 EXISTING LOT INTO 2 LOTS

Is the applicant seeking incentives pursuant to the Family Housing Development Program? ___ Yes. X No.

SITE INFORMATION: ACCURACY OF THE EXISTING LEGAL DESCRIPTION IS CRUCIAL! ATTACH A SEPARATE SHEET IF NECESSARY.

Lot or Tract No. LOT 1   Block: —   Unit: —
Subdiv/Addn/TBKA: NORRIS AND MARGARET PENNY ADDITION
Existing Zoning: M-1   Proposed zoning: SAME   MRGCD Map No N/A
Zone Atlas page(s): F-17   UPC Code: 101706116627430929

CASE HISTORY:

List **any** current or prior case number that may be relevant to your application (Proj., App., DRB-, AX_,Z_, V_, S_, etc.): _____
1010327 SKETCH PLAT

CASE INFORMATION:

Within city limits? ✓ Yes   Within 1000FT of a landfill? N/A
No. of **existing** lots: 1   No. of **proposed** lots: 2   Total site area (acres): 3.01 AC
LOCATION OF PROPERTY BY STREETS: On or Near: PAN AMERICAN FREEWAY
Between: McLEOD ROAD NE   and   BOGAN AVE NE
Check if project was previously reviewed by: Sketch Plat/Plan ☒ or Pre-application Review Team(PRT) ☐.   Review Date: 5/24/17

SIGNATURE _____   DATE 6/9/17
(Print Name) RUSS HUGG   Applicant: ☐ Agent: ☒

FOR OFFICIAL USE ONLY

Revised: 11/2014

☐ **INTERNAL ROUTING**	Application case numbers	Action	S.F.	Fees
☐ 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				Total
	Hearing date _____			$_____

Project # _____

Staff signature & Date

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
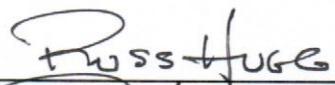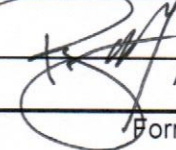 __ List any original and/or related file numbers on the cover application

❑ **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.

Russ Huge
Applicant name (print)

6/9/17
Applicant signature / date

Form revised **October 2007**

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

Project #

Planner signature / date