

PLANNING DEPARTMENT
July 15, 2015
DRB Comments

ITEM # 13

PROJECT # 1010532

APPLICATION # 15-70242

RE: Lots 1-5, Block 2, City Realty Co. Addition No. 1

Lots 4 and 5 are zoned R-1 per the City's Geographic Information system (GIS) and cannot be used as a parking lot for commercial uses; a zone change would be needed.

The alley should be vacated, acquired and replatted into adjacent property; City Council approval of the vacation would be required after a public hearing and recommendation by DRB.

Refer to PRT comments and North 4th Street Corridor Plan for design and development requirements.

Jack Cloud, DRB Chairman
924-3880/ jcloud@cabq.gov



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): ARCH + PLAN LAND USE CONSULTANTS PHONE: 980.8365
 ADDRESS: P.O. BOX 25911 FAX: _____
 CITY: ALBUQUERQUE STATE NM ZIP 87125 E-MAIL: Arch.plan@comcast.net

APPLICANT: ZAHIR & PARWEEN SHARIFI PHONE: _____
 ADDRESS: 4400 RIVERHILL DR NW FAX: _____
 CITY: ALBUQUERQUE STATE NM ZIP 87120 E-MAIL: _____

Proprietary interest in site: OWNERS List all owners: _____

DESCRIPTION OF REQUEST: LOT CONSOLIDATION

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. LOTS 1 THRU 5 Block: 2 Unit: 1
 Subdiv/Addn/TBKA: CITY REALTY COMPANY
 Existing Zoning: C-2/R-1 OR SU-2 NFTOD Proposed zoning: NIA MRGCD Map No _____
 Zone Atlas page(s): H-14 UPC Code: 1-014-059-333-419-113-10 (LOTS 1-3)
1-014-059-342-417-113-09 (LOTS 4-5)

CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX_, Z_, V_, S_, etc.):
PROJECT # 1010532 / 15DRB-70259

CASE INFORMATION:

Within city limits? Yes Within 1000FT of a landfill? NO
 No. of existing lots: 5 No. of proposed lots: 1 Total site area (acres): .45
 LOCATION OF PROPERTY BY STREETS: On or Near: 2818 4th ST NW
 Between: PHOENIX AV and LA POBLANA RD

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

SIGNATURE Derrick Archuleta DATE 12.8.15
 (Print Name) DERRICK ARCHULETA 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	<u>15DRB - 704416</u>	<u>SP</u>	_____	\$ <u>0</u>
<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	_____	_____	_____	\$ _____
<input type="checkbox"/> F.H.D.P. fee rebate	_____	_____	_____	\$ _____
	Hearing date <u>Dec. 16, 2015</u>			Total \$ <u>0</u>

[Signature]
 12-7-15
 Staff signature & Date

Project # 1010532

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.

- 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.

DERRICK ARCHULETA

Applicant name (print)

Derrick Archuleta 12.8.15
Applicant signature / date



Form revised October 2007

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

Application case numbers
15 - DRB - 70446

Project #

1010532

Planner signature / date

12-7-15

ARCH + PLAN
LAND USE CONSULTANTS
ALBUQUERQUE NM

December 8, 2015

Jack Cloud, Chair
City of Albuquerque
Development Review Board
600 2nd St NW
Albuquerque NM

RE: Lots 1 thru 5, City Realty Company Addition No. 1 located at 2818 4th Street NW

I would like to request Sketch Plat review for a minor subdivision for the above referenced properties.

The property owner would like to consolidate existing Lots 1 thru 5 and the vacated 10' public alley (Project # 1010532/15DRB-70259) into one lot and grant any easements as shown. Proposed Lot 1-A will contain .432± acres.

The site is currently developed with an office use.

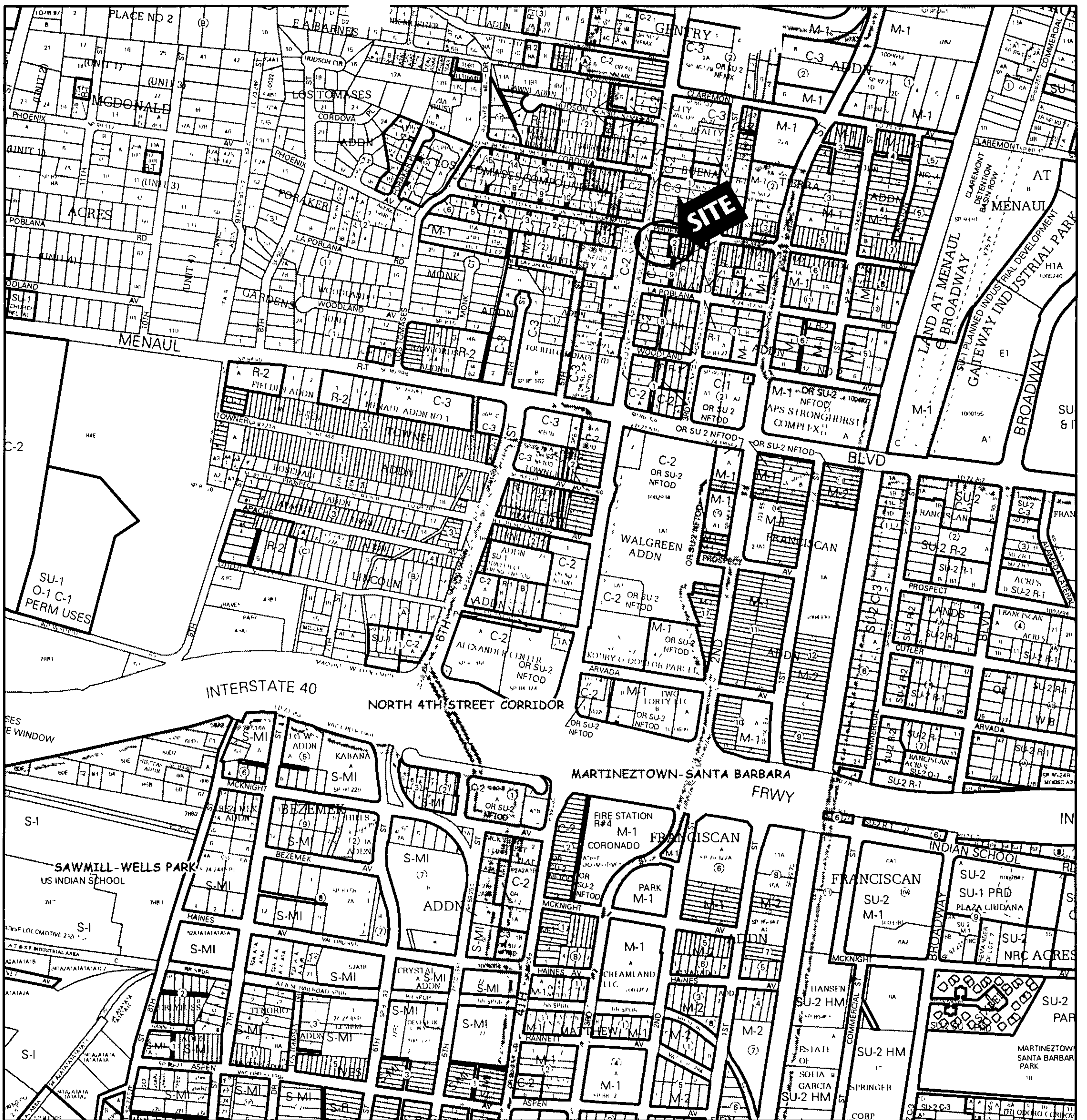
Existing Lots 1 thru 3 are zoned C-2 or SU-2/NFTOD and Lots 4 and 5 are zoned R-1 or SU-2/NFTOD and is governed by the North Fourth Street Corridor Sector Plan and Established Urban Area of the Albuquerque/Bernalillo County Comprehensive Plan which support the application.

Thank you for your time and consideration of the proposed request.

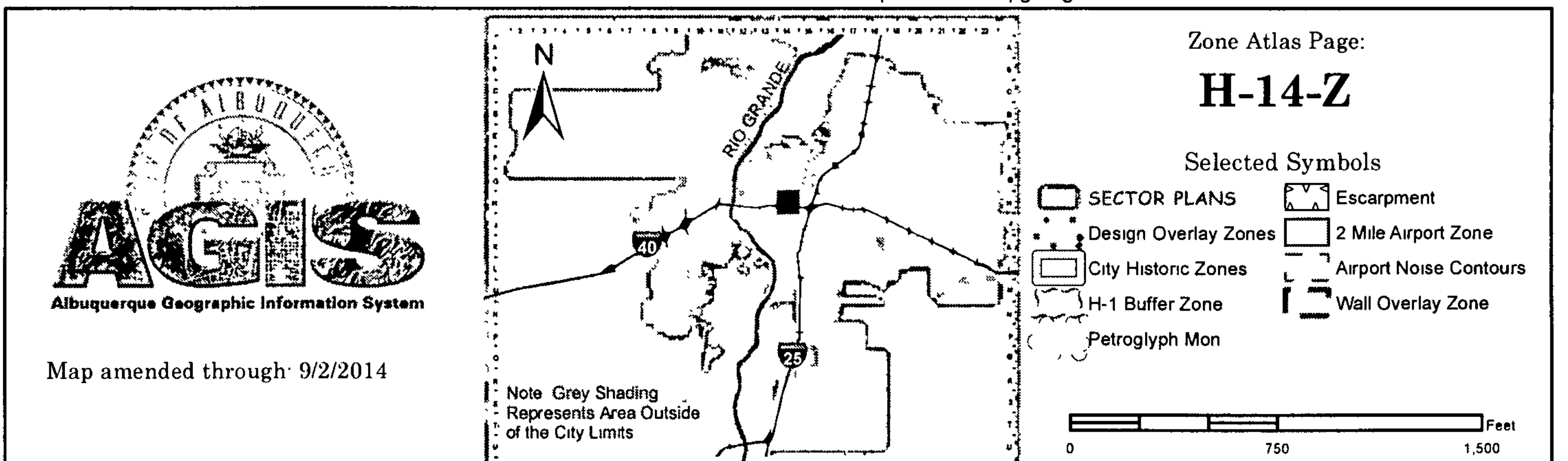
Sincerely,

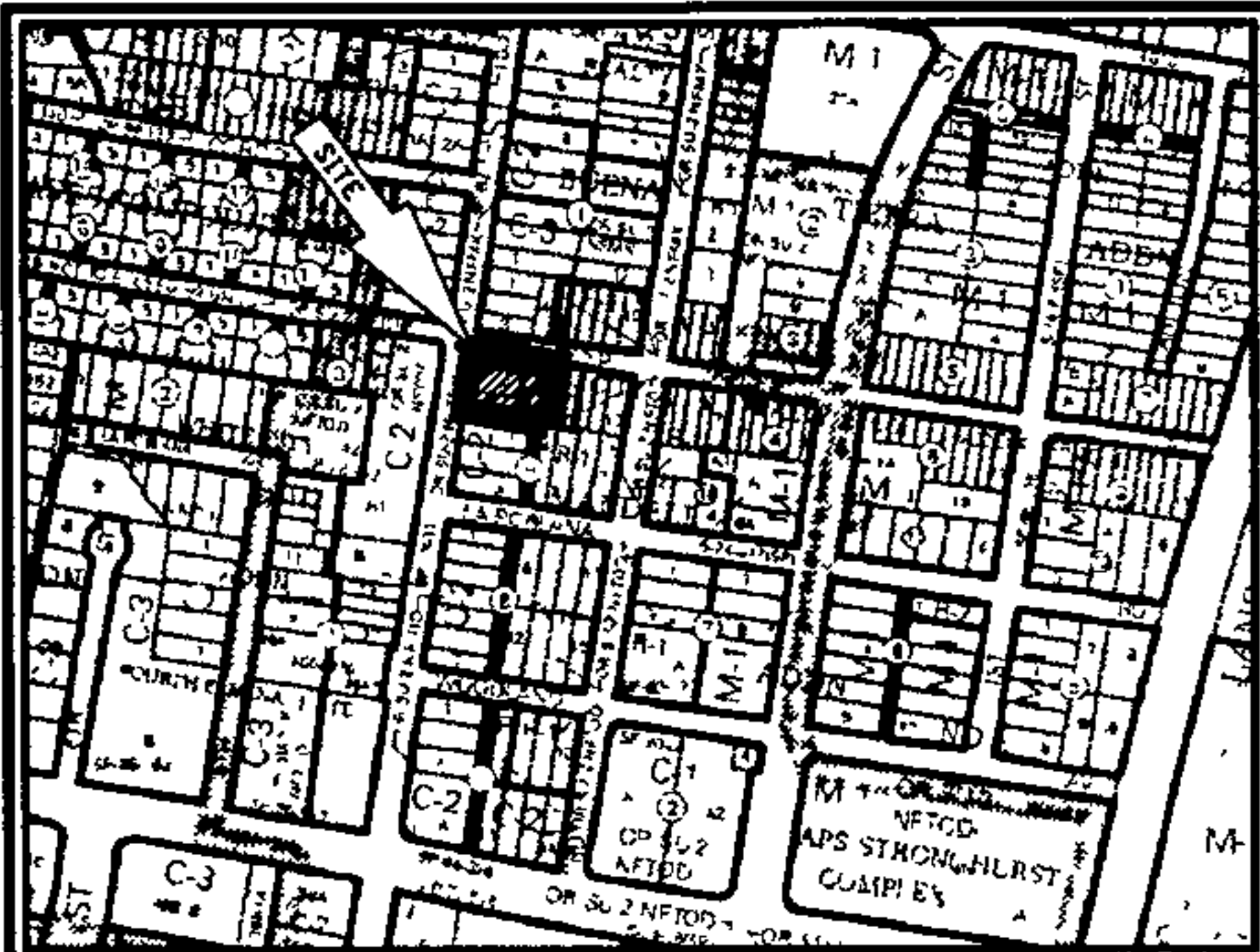


Derrick Archuleta, MCRP
Principal



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





VICINITY MAP No. H-14

LEGAL DESCRIPTION

LOTS NUMBERED ONE (1) TWO (2), THREE (3), FOUR (4) AND FIVE (5) IN BLOCK NUMBERED TWO (2) OF THE CITY REALTY COMPANY'S ADDITION NO 1, CITY OF ALBUQUERQUE, BERNALILLO COUNTY, NEW MEXICO, AS THE SAME ARE SHOWN AND DESIGNATED ON THE PLAT THEREOF, FILED IN THE OFFICE OF THE COUNTY CLERK OF BERNALILLO COUNTY, NEW MEXICO ON MAY 19, 1926 IN VOLUME C2, FOLIO 26 TOGETHER WITH THE 10 FOOT PUBLIC ALLEY VACATED BY VACATION ACTION NO. 15DRB-70259, ALL BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF THE HEREIN DESCRIBED TRACT, WHENCE CITY OF ALBUQUERQUE CONTROL MONUMENT 'A-438' HAVING NEW MEXICO STATE PLANE COORDINATES OF (CENTRAL ZONE, NAD 1983) N=1,495,474.494 AND E=1,523,137.246 BEARS S. 45 DEG. 44' 01" E., A DISTANCE OF 1389.27 FEET, RUNNING THENCE N. 81 DEG. 19' 36" W., A DISTANCE OF 160.00 FEET TO THE SOUTHWEST CORNER, BEING A POINT ON THE EASTERLY LINE OF 4TH STREET; THENCE N. 08 DEG. 40' 24" E., ALONG THE EASTERLY LINE OF 4TH STREET, A DISTANCE OF 124.00 FEET TO THE NORTHWEST CORNER, BEING A POINT ON THE SOUTHERLY LINE OF PHOENIX AVENUE; THENCE S. 81 DEG. 19' 36" E., ALONG THE SOUTHERLY LINE OF PHOENIX AVENUE, A DISTANCE OF 160.00 FEET TO THE NORTHEAST CORNER; THENCE S. 08 DEG. 40' 24" W., A DISTANCE OF 124.00 FEET TO THE SOUTHWEST CORNER AND PLACE OF BEGINNING CONTAINING 0.4555 ACRES MORE OR LESS

**PLAT OF
LOT 1-A, BLOCK 2
CITY REALTY Co.'s ADDITION No. 1**

WITHIN
TOWN OF ALBUQUERQUE GRANT
PROJECTED SECTION 8, TOWNSHIP 10 NORTH, RANGE 3 EAST, N.M.P.M.
CITY OF ALBUQUERQUE
BERNALILLO COUNTY, NEW MEXICO
NOVEMBER, 2015

PROJECT NUMBER: _____

APPLICATION NUMBER: _____

UTILITY APPROVALS.

PUBLIC SERVICE COMPANY OF NEW MEXICO _____ DATE _____

NEW MEXICO GAS COMPANY _____ DATE _____

QWEST CORPORATION D/B/A CENTURYLINK QC _____ DATE _____

COMCAST _____ DATE _____

CITY APPROVALS.

CITY SURVEYOR _____ DATE _____

*REAL PROPERTY DIVISION (CONDITIONAL) _____ DATE _____

**ENVIRONMENTAL HEALTH DEPARTMENT (CONDITIONAL) _____ DATE _____

TRAFFIC ENGINEERING, TRANSPORTATION DIVISION _____ DATE _____

ABCWUA _____ DATE _____

PARKS AND RECREATION DEPARTMENT _____ DATE _____

AMAFCA _____ DATE _____

CITY ENGINEER _____ DATE _____

DRB CHAIRPERSON, PLANNING DEPARTMENT _____ DATE _____

PURPOSE OF PLAT:

THE PURPOSE OF THIS PLAT IS TO COMBINE LOTS 1-5 AND THE VACATED 10' PUBLIC ALLEY INTO 1 LOT AND DEDICATE ADDITIONAL RIGHT OF WAY AND GRANT ANY EASEMENTS AS SHOWN

GENERAL NOTES:

- 1 UNLESS NOTED, No 4 REBAR WITH CAP STAMPED P S #11463 WERE SET AT ALL PROPERTY CORNERS
- 2 THIS PLAT SHOWS ALL EASEMENTS OF RECORD
- 3 TOTAL AREA OF PROPERTY 0.4555 ACRES
- 4 BASIS OF BEARINGS IS THE NEW MEXICO STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE, NAD 1983.
- 5: DISTANCES ARE GROUND, BEARINGS ARE GRID
6. BEARINGS AND DISTANCES SHOWN IN PARENTHESIS ARE RECORD
- 7 DATE OF FIELD WORK. C-2
8. NO PROPERTY WITHIN THE AREA OF THIS PLAT SHALL AT ANY TIME BE SUBJECT TO A DEED RESTRICTION, COVENANT, OR BINDING AGREEMENT PROHIBITING SOLAR COLLECTORS FROM BEING INSTALLED ON BUILDINGS OR ERECTED ON LOTS OR PARCELS WITHIN THE AREA OF PROPOSED PLAT
- 9: PLATS USED TO ESTABLISH BOUNDARY
 - A CITY REALTY COMPANY ADDITION No. 1
FILED MAY 19, 1926, IN VOLUME C2, FOLIO 5

PUBLIC UTILITY EASEMENTS

PUBLIC UTILITY EASEMENTS shown on this plat are granted for the common and joint use of:

- A. Public Service Company of New Mexico ("PNM"), a New Mexico corporation, (PNM Electric) for installation, maintenance, and service of overhead and underground electrical lines, transformers, and other equipment and related facilities reasonably necessary to provide electrical services.
- B. New Mexico Gas Company for installation, maintenance, and service of natural gas lines, valves and other equipment and facilities reasonably necessary to provide natural gas services.
- C. QWEST D/B/A CENTURYLINK for the installation, maintenance, and service of such lines, cables, and other related equipment and facilities reasonably necessary to provide communication services.
- D. Cable TV for the installation, maintenance, and service of such lines, cables, and other related equipment and facilities reasonably necessary to provide Cable services.

Included, is the right to build, rebuild, construct, reconstruct, locate, relocate, change, remove, replace, modify, renew, operate and maintain facilities for purposes described above, together with free access to, from, and over said easements, with the right and privilege of going upon, over and across adjoining lands of Grantor for the purposes set forth herein and with the right to utilize the right of way and easement to extend services to customers of Grantee, including sufficient working area space for electric transformers, with the right and privilege to trim and remove trees, shrubs or bushes which interfere with the purposes set forth herein. No building, sign, pool (aboveground or subsurface), hot tub, concrete or wood pool decking, or other structure shall be erected or constructed on said easements, nor shall any well be drilled or operated thereon. Property owners shall be solely responsible for correcting any violations of National Electrical Safety Code by construction of pools, decking, or any structures adjacent to or near easements shown on this plat. Easements for electric transformer/switchgear, as installed, shall extend ten (10) feet in front of transformer/switchgear doors and five (5) feet on each side.

Disclaimer:

In approving this plat, Public Service Company of New Mexico (PNM), QWEST D/B/A CENTURYLINK and New Mexico Gas Company (NMGC) did not conduct a Title Search of the properties shown herein. Consequently, PNM, QWEST D/B/A CENTURYLINK, and NMGC do not waive or release any easement or easement rights which may have been granted by prior plat, replat or other document and which are not shown on this plat.

FREE CONSENT AND DEDICATION

THE SUBDIVISION HEREON DESCRIBED IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS AND PROPRIETOR THEREOF SAID OWNER / PROPRIETOR DOES HEREBY GRANT ANY AND ALL EASEMENTS AS MAY BE CREATED BY THIS PLAT THOSE SIGNING AS OWNERS WARRANT THAT THEY HOLD AMONG THEM COMPLETE AND INDEFEASIBLE TITLE IN FEE SIMPLE TO THE LAND SUBDIVIDED AND ALSO DO HEREBY DEDICATE ADDITIONAL RIGHT OF WAY TO THE CITY OF ALBUQUERQUE IN FEE SIMPLE w/WARRANTY COVENANTS

DATE

ACKNOWLEDGMENT

STATE OF NEW MEXICO) S.S
COUNTY OF BERNALILLO)

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME A NOTARY PUBLIC
THIS _____ DAY OF _____, 20____

BY: _____
OWNERS NAME

MY COMMISSION EXPIRES: _____ BY _____
NOTARY PUBLIC

SURVEYORS CERTIFICATE.

STATE OF NEW MEXICO) S.S
COUNTY OF BERNALILLO)

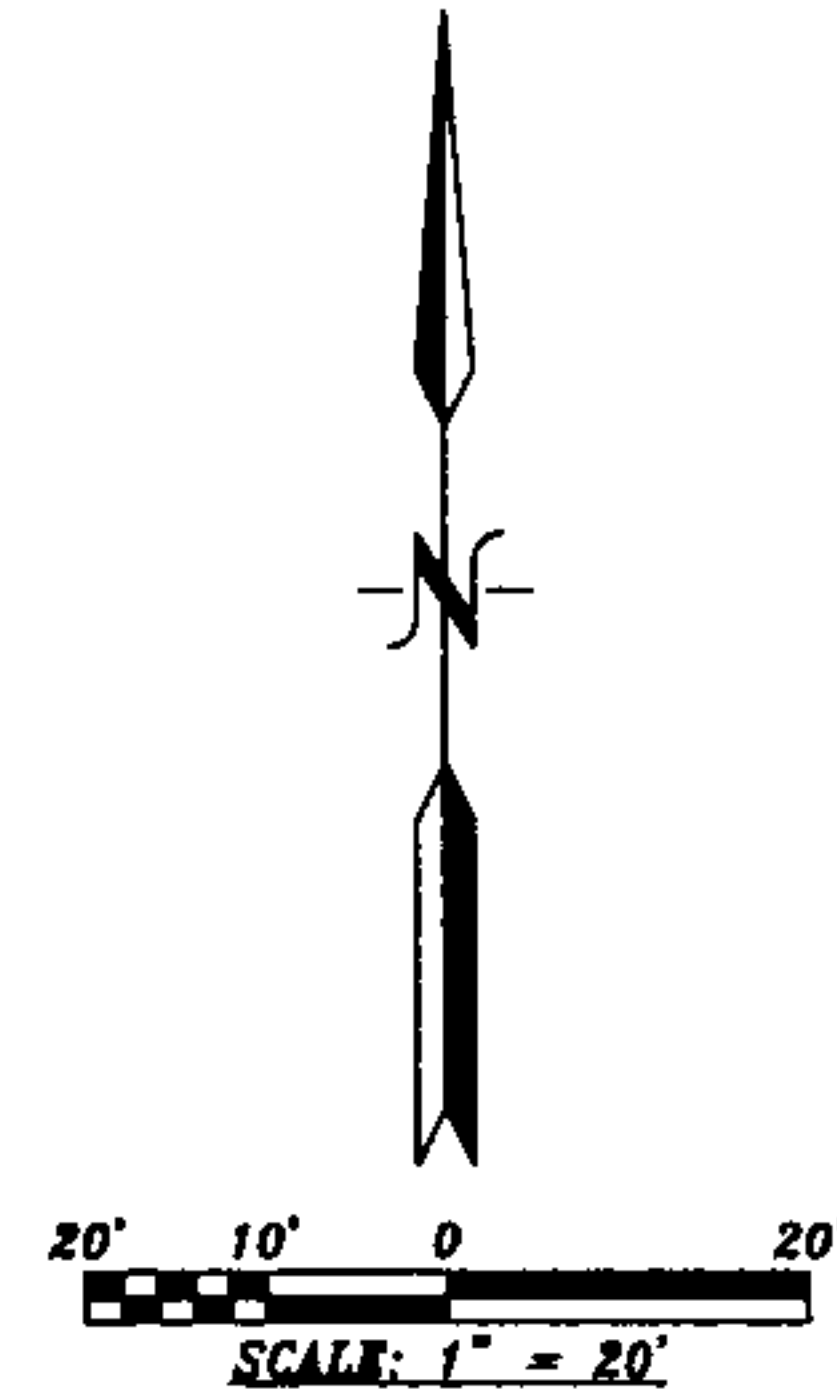
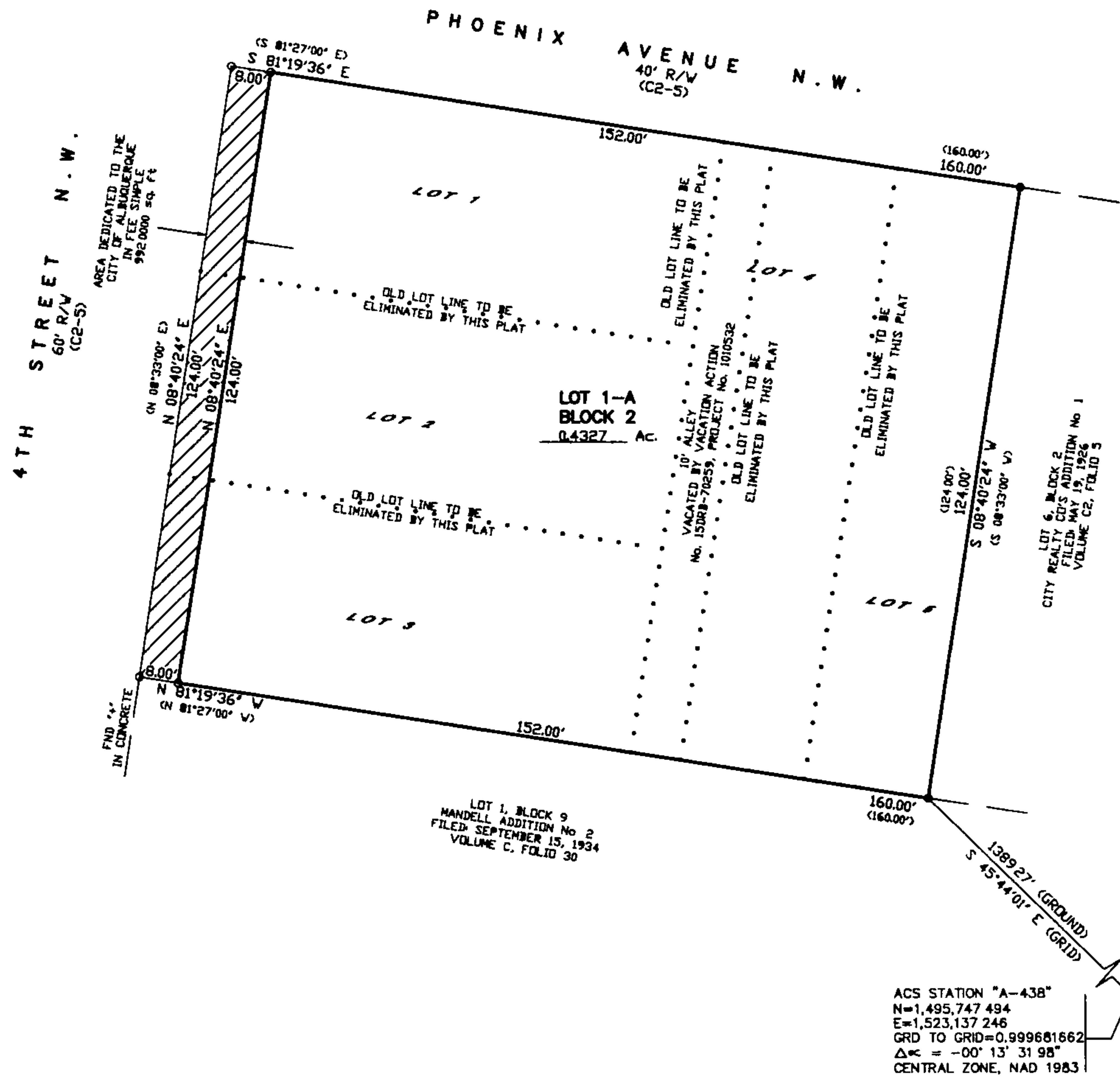
I, ANTHONY L. HARRIS, A DULY PROFESSIONAL LICENSED LAND SURVEYOR, UNDER THE LAWS OF THE STATE OF NEW MEXICO, DO HEREBY CERTIFY THAT THE PLAT WAS PREPARED UNDER MY DIRECT SUPERVISION, THAT I AM RESPONSIBLE FOR SAID PLAT AND MEETS THE REQUIREMENTS FOR MONUMENTATION AND SURVEY OF THE ALBUQUERQUE SUBDIVISION ORDINANCE AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AND MEETS THE MINIMUM REQUIREMENTS FOR LAND SURVEYS AS SET FORTH BY THE STATE OF NEW MEXICO.

GIVEN UNDER MY HAND AND SEAL AT ALBUQUERQUE, NEW MEXICO,
THIS _____ DAY OF _____, 2015

ANTHONY L. HARRIS, P.S. # 11463

ALB HARRIS SURVEYING, INC. PHONE: (505) 883-8888
4115-B MONROE STREET, N.E. FAX: (505) 883-8846
ALBUQUERQUE, NEW MEXICO 87110

PLAT OF
LOT 1-A, BLOCK 2
CITY REALTY Co.'S ADDITION No. 1
 WITHIN
 TOWN OF ALBUQUERQUE GRANT
 PROJECTED SECTION 8, TOWNSHIP 10 NORTH, RANGE 3 EAST, N.M.P.M.
 CITY OF ALBUQUERQUE
 BERNALILLO COUNTY, NEW MEXICO
 NOVEMBER, 2015



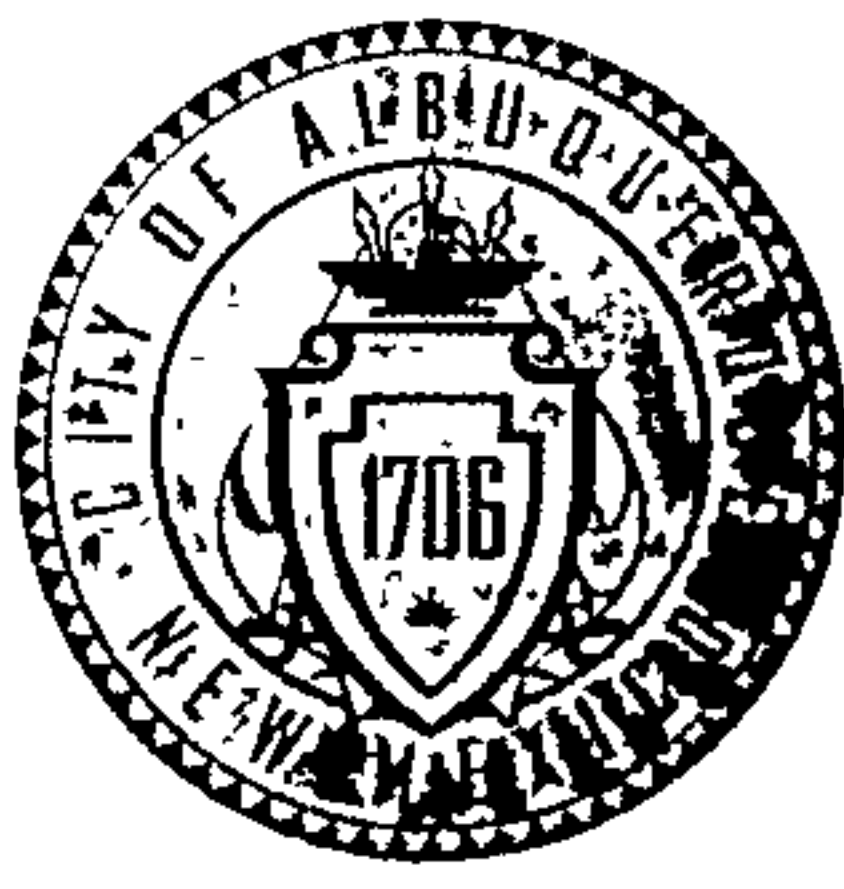
15-0528 DWG (SEPTEMBER, 2015)

PROJECT #

1010532

DECEMBER 16, 2015

SK



City of Albuquerque
PLANNING DEPARTMENT

Richard J. Berry, Mayor

Interoffice Memorandum

December 11, 2015

To: Dan Lewis, President, City Council

From: Richard J. Berry, Mayor

Subject: Phoenix Alley Vacation Project# 1010532

15DRB-70259 VACATION OF PUBLIC RIGHT-OF-WAY

T.I. DESIGN SERVICES agents for ZAHIR SHARIFI request Vacation (Closing) of the north-south Public Alley in Block 2, **CITY REALTY CO.'S ADDITION NO. 1**, located on the south side of PHOENIX AVE NW between 4TH ST NW and 3RD ST NW. (H-14)

Request: This is a request for vacation of a little over 100 feet of alley that has not been developed. The platted alley is a dead end, and the applicant is the owner of the abutting lot on both sides of the alley – the intent is to incorporate the alley into the parking and circulation area for redevelopment of the full site which fronts on 4th Street.

At an advertised public hearing on August 19, 2015, the Development Review Board voted to recommend APPROVAL to the City Council of the proposed vacation as shown on the Vacation Exhibits in the Planning file, based on the recommended Findings per sections 14-14-7-2(A)(1), (B)(1), and (B)(3) of the Subdivision Ordinance, and subject to the recommended Conditions of Approval per sections 14-14-7-2(F)(3)(c) and 14-14-7-2(F)(4) of the Subdivision Ordinance.

Per section 14-14-7-2(F)(3)(b) of the Subdivision Ordinance, this matter is being forwarded to the City Council to be placed on the consent agenda to determine if the vacation shall occur.



OFFICIAL NOTICE OF DECISION

CITY OF ALBUQUERQUE
PLANNING DEPARTMENT
DEVELOPMENT REVIEW BOARD

August 27, 2015

Project# 1010532
15DRB-70259 VACATION OF PUBLIC RIGHT-OF-WAY

T.I. DESIGN SERVICES agents for ZAHIR SHARIFI request Vacation (Closing) of the north-south Public Alley in Block 2, **CITY REALTY CO.'S ADDITION NO. 1**, located on the south side of PHOENIX AVE NW between 4TH ST NW and 3RD ST NW. (H-14)

At its August 19, 2015 meeting, the Development Review Board concluded an advertised public hearing on the proposed vacations per section 14-14-7-2(F) of the Subdivision Ordinance. After concluding its public hearing, the Board recommends APPROVAL to the City Council of the vacation requests as shown on the attached Exhibit "C" and in the Planning file, based on the following recommended Findings per sections 14-14-7-2(A)(1), (B)(1), and (B)(3) of the Subdivision Ordinance, and subject to the following recommended Conditions of Approval per sections 14-14-7-2(F)(3)(c) and 14-14-7-2(F)(4) of the Subdivision Ordinance.

(A)(1) The vacation of public right-of-way request was filed by the owners of a majority of the footage of land abutting the proposed vacation.

(B)(1) Based on the required replat, the public welfare is in no way served by retaining the public right of way because it is a deadend alley not needed to access any properties.

(B)(3) There is no convincing evidence that any substantial property right is being abridged against the will of the owner of the right. Property owners of record abutting the proposed vacation were notified by first class mail at least six days prior to the Development Review Board hearing, notice was published in a newspaper of general circulation 15 days before the date of the hearing, and signs were posted on the site 15 days prior to the hearing; no objections were presented at the hearing.

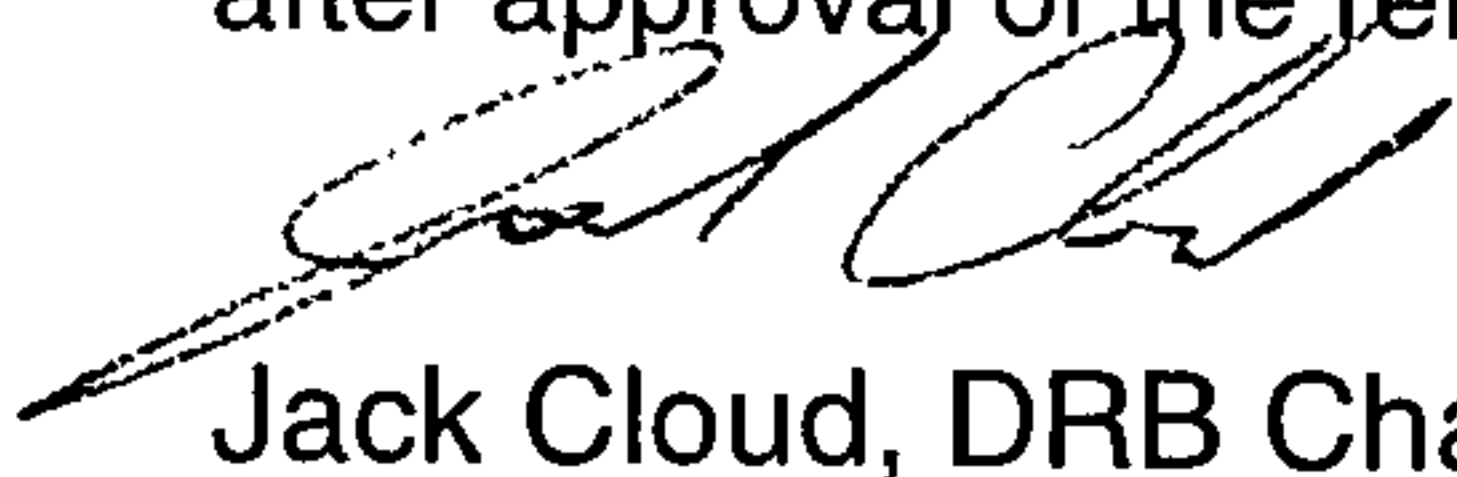
CONDITIONS:

1. Final vacated right of way disposition shall be through the City Real Estate Office.
2. The vacations shall be shown on a replat approved by the Development Review Board, and the approved replat shall be filed for record with the Bernalillo County Clerk's Office within one year.
3. Adequate easements for public utilities and infrastructure shall be retained/ provided; franchised utility companies shall acknowledge the vacation and adequate easements by their signature on the replat.

PROTEST: IT IS NOT POSSIBLE TO APPEAL DRB RECOMMENDATIONS TO CITY COUNCIL; RATHER, A FORMAL PROTEST OF THE DRB's RECOMMENDATION CAN BE FILED WITHIN A 20 DAY PERIOD FOLLOWING THE DRB's DECISION, WHICH IS BY September 8, 2015.

Protest is to the City Council. Any person aggrieved with this determination of the Development Review Board may file a protest on the Planning Department form, to the Planning Department, within 15 days of the Development Review Board's decision. The date the determination in question is issued is not included in the 15-day period for filing a protest. If the fifteenth day falls on a Saturday, Sunday or holiday as listed in the Merit System Ordinance, the next working day is considered as the deadline for filing the protest. You will receive notice if any other person files a protest.

Successful applicants are reminded that other requirements of the City must be complied with, even after approval of the referenced application(s).



Jack Cloud, DRB Chair

T.I. DESIGN SERVICES



CITY OF ALBUQUERQUE
 PLANNING DEPARTMENT
 DEVELOPMENT REVIEW BOARD

August 19, 2015

Project# 1010532
 15DRB-70259 VACATION OF PUBLIC RIGHT-
 OF-WAY

T.I. DESIGN SERVICES agents for ZAHIR SHARIFI request Vacation (Closing) of the north-south Pubic Alley in Block 2, **CITY REALTY CO.'S ADDITION NO. 1**, located on the south side of PHOENIX AVE NW between 4TH ST NW and 3RD ST NW. (H-14)

PUBLIC AGENCY COMMENTS

<p>AMAFCA</p> <p><i>Lynn Mazur</i> lmazur@amafca.org</p>	<p>No comment.</p>
<p>MRCOG</p> <p><i>Kendra Watkins</i> kwatkins@mrcog-nm.gov <i>Andrew Gingerich</i> AGingerich@mrcog-nm.gov <i>Maida Rubin</i> mrubin@mrcog-nm.gov</p>	
<p>TRANSIT</p> <p><i>Shabih Rizvi</i> srizvi@cabq.gov</p>	
<p>ZONING ENFORCEMENT</p> <p><i>Vince Montano</i> VMontano@cabq.gov</p>	
<p>NEIGHBORHOOD COORDINATION</p> <p><i>Stephani Winklepleck</i> SWinklepleck@cabq.gov</p>	
<p>APS</p> <p><i>April Winters</i> winters_a@aps.edu</p>	<p>This will have no adverse impacts to the APS district.</p>
<p>POLICE DEPARTMENT</p> <p><i>Steve Sink</i> SSink@cabq.gov</p>	<p>This project is in the Valley Area Command.</p> <ul style="list-style-type: none"> - No Crime Prevention or CPTED comments concerning the proposed <i>Vacation of Public Right-Of-Way</i> request at this time.
<p>FIRE DEPARTMENT</p> <p><i>Antonio Chinchilla</i> achinchilla@cabq.gov</p>	
<p>NEW MEXICO GAS COMPANY</p> <p><i>Robert Gomez</i> Robert.gomez@nmgco.com</p>	

COMCAST <i>Mike Mortus</i> Mike_Mortus@cable.comcast.com	Comcast has facilities within the ROW as per our franchise agreement with the City of Albuquerque. Comcast will not approve this unless this is declared a PUE instead
CENTURYLINK	
ENVIRONMENTAL HEALTH <i>Paul Olson</i> olson@cabq.gov	
M.R.G.C.D <i>Ray Gomez</i> michael@mrgcd.us	No Adverse Comments.
OPEN SPACE DIVISION <i>Kent Reed Swanson</i> kswanson@cabq.gov <i>Sarah Brown</i> sbrowne@cabq.gov	OSD has reviewed and has no adverse comments.
TRANSPORTATION PLANNING (DMD) <i>John MacKenzie</i> jmackenzie@cabq.gov	Reviewed, but there are no comments.
PARKS AND RECREATION <i>Carol Dumont</i> cdumont@cabq.gov	No Adverse Comments.
CITY ENGINEER/ HYDROLOGY <i>Rita Harmon</i> RHarmon@cabq.gov	Hydrology defers to Transportation Development and Planning.
ABCWUA <i>Kris Cadenda</i> KCadenda@abcwua.org	No Objection.
TRANSPORTATION DEVELOPMENT <i>Racquel Michel</i> RMichel@cabq.gov	No Objection.
PLANNING DEPARTMENT <i>Jack Cloud</i> jcloud@cabq.gov	Refer to comments from Transportation Development/ affected agencies and any public hearing comments regarding the proposed vacation. If there is no objection, a positive recommendation will be sent to City Council for final approval per the Subdivision Ordinance.



DEVELOPMENT REVIEW BOARD
Action Sheet
 Plaza del Sol Building Basement Hearing Room


August 19, 2015


MEMBERS:

Jack Cloud..... DRB Chair
 Racquel Michel Transportation Development
 Kris Cadena ABCWUA
 Rita HarmonCity Engineer
 Carol Dumont..... Parks & Recreation

Angela Gomez ~ Administrative Assistant

EPC FINAL SIGN-OFF AND CASES WHICH REQUIRE PUBLIC NOTIFICATION - MAJOR SUBDIVISIONS, VACATIONS, SIA EXTENSIONS AND SITE DEVELOPMENT PLANS

- | | |
|---|--|
| <p>1. Project# 1006844
 15DRB-70262 EPC APPROVED SDP FOR BUILD PERMIT
 15DRB-70260 VACATION OF PUBLIC STORMWATER DIVERSION EASEMENT
 15DRB-70280 MINOR - PRELIMINARY/FINAL PLAT APPROVAL </p> | <p>CONSENSUS PLANNING and D. MARK GOODWIN & ASSOCIATES agents for DRAGONFLY DEVELOPMENT LLC request the referenced/ above action for a portion of Tract A-1, LUTHERAN CHURCH IN AMERICA SUBDIVISION zoned R-T & SU-1/ CHURCH, located on the west side of WYOMING BLVD NE between SAN ANTONIO DR NE and VICKREY DR NE. (E-19) THE SITE DEVELOPMENT PLAN FOR BUILDING PERMIT WAS APPROVED WITH THE DRAINAGE ISSUE BE RESOLVED. THE VACATION AND THE PRELIMINARY/FINAL PLAT WERE DEFERRED TO 8/26/15.</p> |
|---|--|

- | | |
|--|---|
| <p>2. Project# 1010532
 15DRB-70259 VACATION OF PUBLIC RIGHT-OF-WAY </p> | <p>T.I. DESIGN SERVICES agents for ZAHIR SHARIFI request Vacation (Closing) of the north-south Pubic Alley in Block 2, CITY REALTY CO.'S ADDITION NO. 1, located on the south side of PHOENIX AVE NW between 4TH ST NW and 3RD ST NW. (H-14) THE VACATION WAS RECOMMENDED FOR APPROVAL BY THE CITY COUNCIL BASED ON EXHIBIT B IN THE PLANNING FILE PER SECTION 14-14-7-2(A) (1) AND (B) (1)(3) OF THE SUBDIVISION ORDINANCE.</p> |
|--|---|



SUBDIVISION		Supplemental Form (SF)		ZONING & PLANNING	
<input type="checkbox"/>	Major subdivision action	S	Z	<input type="checkbox"/>	Annexation
<input type="checkbox"/>	Minor subdivision action				
<input type="checkbox"/>	Vacation	V		<input type="checkbox"/>	Zone Map Amendment (Establish or Change Zoning, includes Zoning within Sector Development Plans)
<input type="checkbox"/>	Variance (Non-Zoning)			<input type="checkbox"/>	Adoption of Rank 2 or 3 Plan or similar
SITE DEVELOPMENT PLAN		P		<input type="checkbox"/>	Text Amendment to Adopted Rank 1, 2 or 3 Plan(s), Zoning Code, or Subd. Regulations
<input type="checkbox"/>	for Subdivision				
<input type="checkbox"/>	for Building Permit				
<input type="checkbox"/>	Administrative Amendment (AA)				
<input type="checkbox"/>	Administrative Approval (DRT, URT, etc.)				
<input type="checkbox"/>	IP Master Development Plan	D		<input type="checkbox"/>	Street Name Change (Local & Collector)
<input type="checkbox"/>	Cert. of Appropriateness (LUCC)	L A			APPEAL / PROTEST of...
STORM DRAINAGE (Form D)				<input type="checkbox"/>	Decision by: DRB, EPC, LUCC, Planning Director, ZEO, ZHE, Board of Appeals, other
<input type="checkbox"/>	Storm Drainage Cost Allocation Plan				

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): Eric V. Munn - T.I. Design Services PHONE: 688-2914
 ADDRESS: 717 Cagua Dr. NE FAX: _____
 CITY: ABQ STATE NM ZIP 87108 E-MAIL: holybarbarian@yahoo.com
 APPLICANT: Zahir Sharifi PHONE: _____
 ADDRESS: 4460 Riverfront Rd. NW FAX: _____
 CITY: ABQ STATE NM ZIP 87114 E-MAIL: angeltouchpc@yahoo.com
 Proprietary interest in site: Owner List all owners: Zahir & Parveen Sharifi

DESCRIPTION OF REQUEST: Owner wants to vacate the "Alley" located on 2818 4th St. NW because it divides property into 2 sides and serves no purpose to adjacent 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. 1 thru 5 Block: 2 Unit: _____
 Subdiv/Addn/TBKA: City Realty Co's 1st Addition - North 4th St. Corridor
 Existing Zoning: C-2 or SU-2 N.F.T.O.Z. Proposed zoning: C-2 MRGCD Map No. _____
 Zone Atlas page(s): 414 UPC Code: 101405933341911310

CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX-, Z-, V-, S-, etc.):
15 DRB-70242 Sketch Plat Case No. 1010532

CASE INFORMATION:

Within city limits? Yes Within 1000FT of a landfill? NO
 No. of existing lots: 5 No. of proposed lots: 1 Total site area (acres): .42
 LOCATION OF PROPERTY BY STREETS: On or Near: Fourth St. NW & Phoenix Ave. NW
 Between: _____ and _____
 Check if project was previously reviewed by: Sketch Plat/Plan or Pre-application Review Team(PRT) Review Date: _____

SIGNATURE Eric V. Munn DATE 7.24.15
 (Print Name) Eric V. Munn Applicant: Agent:

FOR OFFICIAL USE ONLY

<input type="checkbox"/> INTERNAL ROUTING	Application case numbers	Action	S.F.	Fees
<input type="checkbox"/> All checklists are complete	<u>15 DRB-70259</u>	<u>VPRW</u>		<u>\$300.00</u>
<input type="checkbox"/> All fees have been collected	_____	<u>CMF</u>		<u>\$20.00</u>
<input type="checkbox"/> All case #s are assigned	_____	<u>ADV</u>		<u>\$75.00</u>
<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	_____	_____		\$ _____
<input type="checkbox"/> F.H.D.P. fee rebate	_____	_____		\$ _____
	Hearing date <u>August 19, 2015</u>			Total <u>\$395.00</u>
	<u>7-24-15</u>	Project # <u>1010532</u>		
	Staff signature & Date			

Revised: 11/2014

- B... LAND VARIANCE (DRB04)** (PUBLIC HEARING CASE)
 - ___ Application for Minor Plat on FORM S-3, including those submittal requirements. 24 copies
 - ___ Letter briefly describing and explaining: the request, compliance with the Development Process Manual, and all improvements to be waived.
 - ___ Notice on the proposed Plat that there are conditions to subsequent subdivision (refer to DPM)
 - ___ 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 Public hearings are approximately 30 DAYS after the filing deadline. Your attendance is required.**

- VACATION OF PUBLIC EASEMENT (DRB27)**
 - VACATION OF PUBLIC RIGHT-OF-WAY (DRB28)**
 - N.A. 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.)
 - Drawing showing the easement or right-of-way to be vacated, etc. (not to exceed 8.5" by 11") 24 copies
 - Zone Atlas map with the entire property(ies) clearly outlined
 - Letter briefly describing, explaining, and justifying the request
 - 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
- Unless the vacation is shown on a DRB approved plat recorded by the County Clerk within one year, it will expire.
DRB Public hearings are approximately 30 DAYS after the filing deadline. Your attendance is required.

- SIDEWALK VARIANCE (DRB20)**
 - SIDEWALK WAIVER (DRB21)**
 - ___ Scale drawing showing the proposed variance or waiver (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 variance or waiver
 - ___ 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.**

- 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 filing 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.

I, the applicant, acknowledge that any information required but not submitted with this application will likely result in deferral of actions.

Eric K. Munn
 Applicant name (print)

[Signature] 7-24-15
 Applicant signature / date



- Checklists complete
 - Fees collected
 - Case #s assigned
 - Related #s listed
- Application case numbers
15 - DRB - 70259

Form revised 4/07

[Signature] 7-24-15
 Planner signature / date

Project # 1010532

SIGN POSTING AGREEMENT

REQUIREMENTS

POSTING SIGNS ANNOUNCING PUBLIC HEARINGS

All persons making application to the City under the requirements and procedures established by the City Zoning Code or Subdivision Ordinance are responsible for the posting and maintaining of one or more signs on the property which the application describes. Vacations of public rights-of-way (if the way has been in use) also require signs. Waterproof signs are provided at the time of application. If the application is mailed, you must still stop at the Development Services Front Counter to pick up the sign.

The applicant is responsible for ensuring that the signs remain posted throughout the 15-day period prior to public hearing. Failure to maintain the signs during this entire period may be cause for deferral or denial of the application. Replacement signs for those lost or damaged are available from the Development Services Front Counter at a charge of \$3.75 each.

1. LOCATION

- A. The sign shall be conspicuously located. It shall be located within twenty feet of the public sidewalk (or edge of public street). Staff may indicate a specific location.
- B. The face of the sign shall be parallel to the street, and the bottom of the sign shall be at least two feet from the ground.
- C. No barrier shall prevent a person from coming within five feet of the sign to read it.

2. NUMBER

- A. One sign shall be posted on each paved street frontage. Signs may be required on unpaved street frontages.
- B. If the land does not abut a public street, then, in addition to a sign placed on the property, a sign shall be placed on and at the edge of the public right-of-way of the nearest paved City street. Such a sign must direct readers toward the subject property by an arrow and an indication of distance.

3. PHYSICAL POSTING

- A. A heavy stake with two crossbars or a full plywood backing works best to keep the sign in place, especially during high winds.
- B. Large headed nails or staples are best for attaching signs to a post or backing; the sign tears out less easily.


4. TIME


Signs must be posted from Aug. 4, 2015 To Aug. 19, 2015

5. REMOVAL

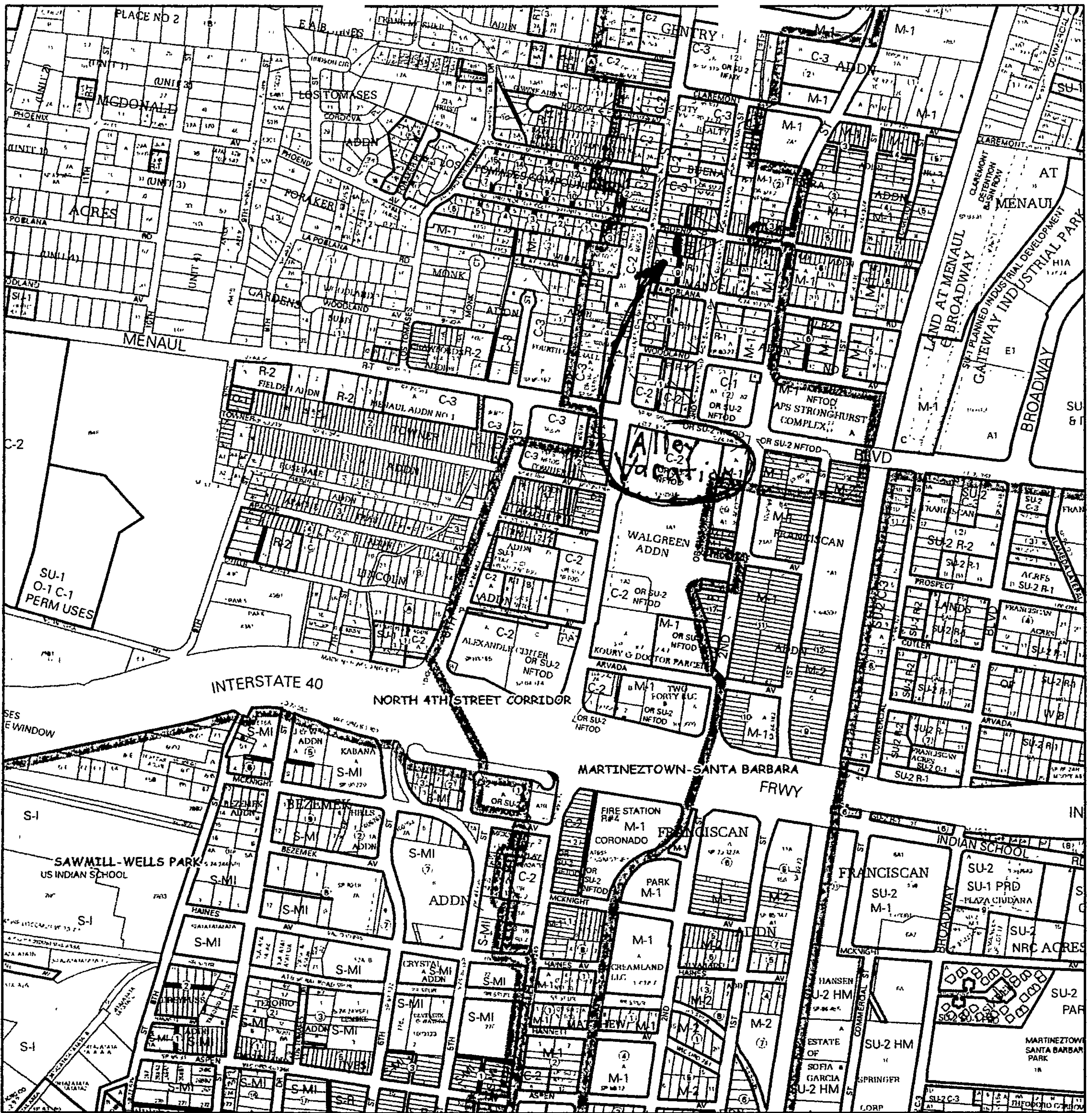
- A. The sign is not to be removed before the initial hearing on the request.
- B. The sign should be removed within five (5) days after the initial hearing.

I have read this sheet and discussed it with the Development Services Front Counter Staff. I understand (A) my obligation to keep the sign(s) posted for (15) days and (B) where the sign(s) are to be located. I am being given a copy of this sheet.


 7-24-15
(Applicant or Agent) (Date)

I issued 1 signs for this application, 7-24-15 
(Date) (Staff Member)

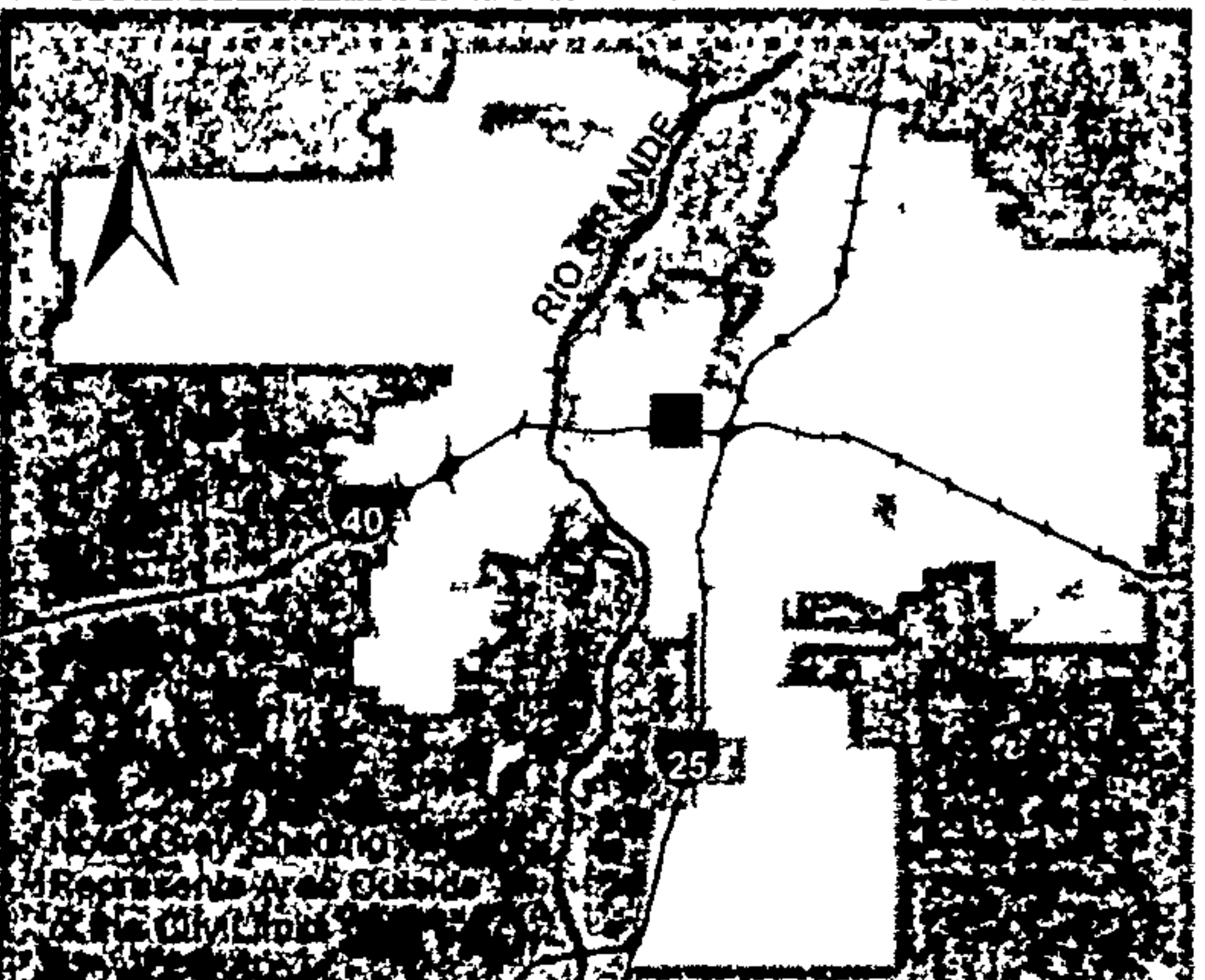
DRB PROJECT NUMBER: 1010532



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






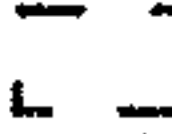


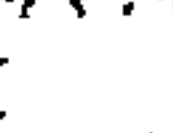


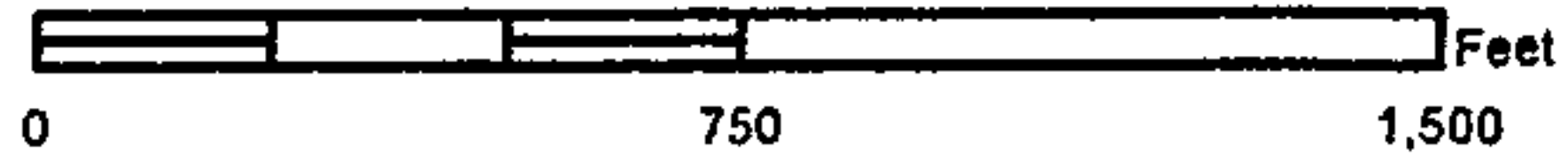
Map amended through: 9/2/2014



Zone Atlas Page:
H-14-Z

Selected Symbols

 SECTOR PLANS	 Escarpment
 Design Overlay Zones	 2 Mile Airport Zone
 City Historic Zones	 Airport Noise Contours
 H-1 Buffer Zone	 Wall Overlay Zone
 Petroglyph Mon.	



11-6
Near North Valley Neighborhood Association
Joe Sabatini
3514 6th Street NW
Albuquerque NM 87107

July 23, 2015

Re: Vacation of Public Right-of-Way (DRB28) – 304 Phoenix Avenue NW / 2818 4th Street NW

As Owner of the above mentioned properties, I would request to Vacate the existing "Alley" Right-of-Way that lies between these 2 addresses, with plans to Re-Plat the collective lots 1-5 of these 2 addresses into one lot with one address of 2818 4th Street NW.

My Daughter is Owner of Angel Touch Personal Care, providing Home Care for the Elderly and Disabled in the Albuquerque Community. As of present Angel Touch employ approximately 230 employees that provide at-home care for our clients in need.

Presently Angel Touch Administrative Offices reside at the 2818 4th Street NW address in an existing single story Office Building of approximately 640 SF. As the client and employee base has been growing tremendously over the past years, Angel Touch finds the need to expand Administrative Office space for more Administrative Office employees and for the increase in number of clients and field employees that frequent this office location/space on a daily basis. Also being a family business, we as a family spend much of our time here at the office space with our children and need better allocation of space between public and private areas.

Angel Touch plans to build an Addition to the existing Office Building of approximately 2800 SF, to include office area, conference area, reception and waiting area, public and private bathrooms. We would like to locate the building addition along the 4th street portion of the lot with the building addition being set back from 4th Street enough to allow a breezeway between the New Addition and the existing building, and also to allow for healthy space for our existing mature street trees along 4th street. Entrances to the New Building Addition can be for pedestrian and bike traffic from 4th Street, and from a New Parking area on the opposite east side of the building (being the Main Entry) with vehicle access from the existing site entry on Phoenix Avenue NW.

Also planned is a 3-car garage on lots 4 and 5 in the SE corner of the property, to replace an already existing carport structure.

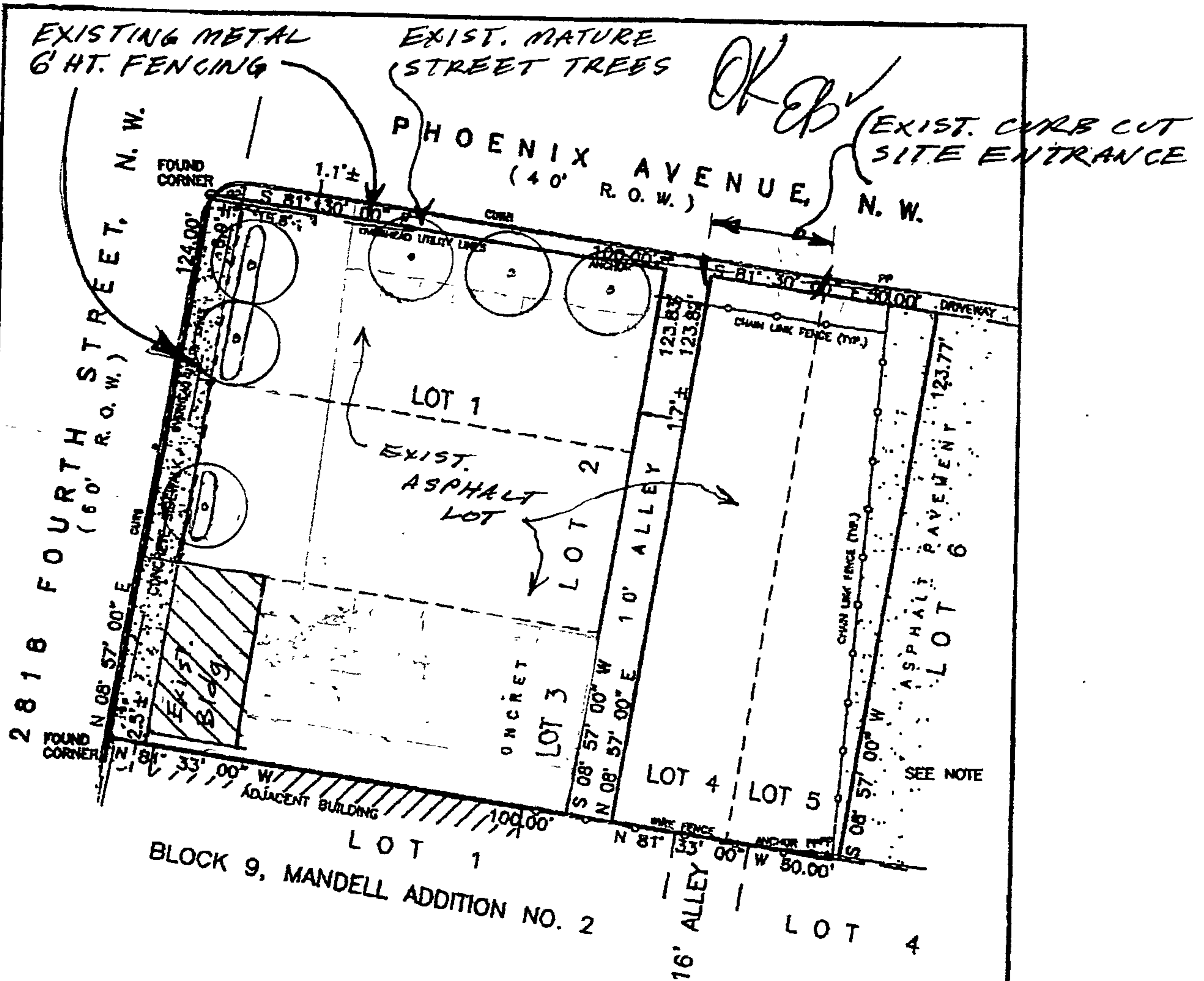
The property area Angel Touch would need for this expansion is comprised of the 5 lots mentioned, and an Alley in the middle separating the 4th Street address and the Phoenix Avenue address. The existing site entrance is located on Phoenix Avenue accessing the property at lots 4 and 5. Our plan is to Re-Plat these 5 lots and the Alley area into one lot with an address of 2818 4th Street NW and a C-2 Zoning for the New Angel Touch Administrative Offices expansion.

We would need to change the R-1 zoning of lots 4 and 5 to C-2, and Vacate the Alley to make this possible. This "Alley" Right-of-Way, running north to south, is non-functional and does not align or relate with any other streets or allies at adjacent south property or property to the north across Phoenix Avenue NW.

Sincerely,

Zahir Sharifi, Owner







Encroachment?

NOTE: ASPHALT PAVEMENT APPEARS TO ENCR OACH FROM LOT 6 ONTO LOT 5 AS SHOWN.

Ok ep

IMPROVEMENT LOCATION REPORT SKETCH

JOE NO.:	ILR-7-101-2007	BUYER:	SHARIFI	SCALE:	1" = 30'
 WAYJOHN SURVEYING INC		LOT:	1-5		
		BLOCK:	2		
		SUBMISSION:	CITY REALTY CO'S 1ST ADD		
		TITLE CO.:	U. S. TITLE		
		GF NO.:	2007072092 CM		
		DATE:	7/30/2007		
330 Louisiana Blvd., NE Albuquerque, NM 87108 Phone: (505) 255-2062 Fax: (505) 255-2887		DRAWN BY:	TDJ	PAGE NO.: 2 OF 2	

1" = 40'

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 REMOVAL OF 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.

City of Albuquerque
Planning Department
600 Second Street NW
Albuquerque NM 87102

July 23, 2015

Re: Vacation of Public Right-of-Way (DRB28) – 304 Phoenix Avenue NW / 2818 4th Street NW

As Owner of the above mentioned properties, I would request to Vacate the existing "Alley" Right-of-Way that lies between these 2 addresses, with plans to Re-Plat the collective lots 1-5 of these 2 addresses into one lot with one address of 2818 4th Street NW.

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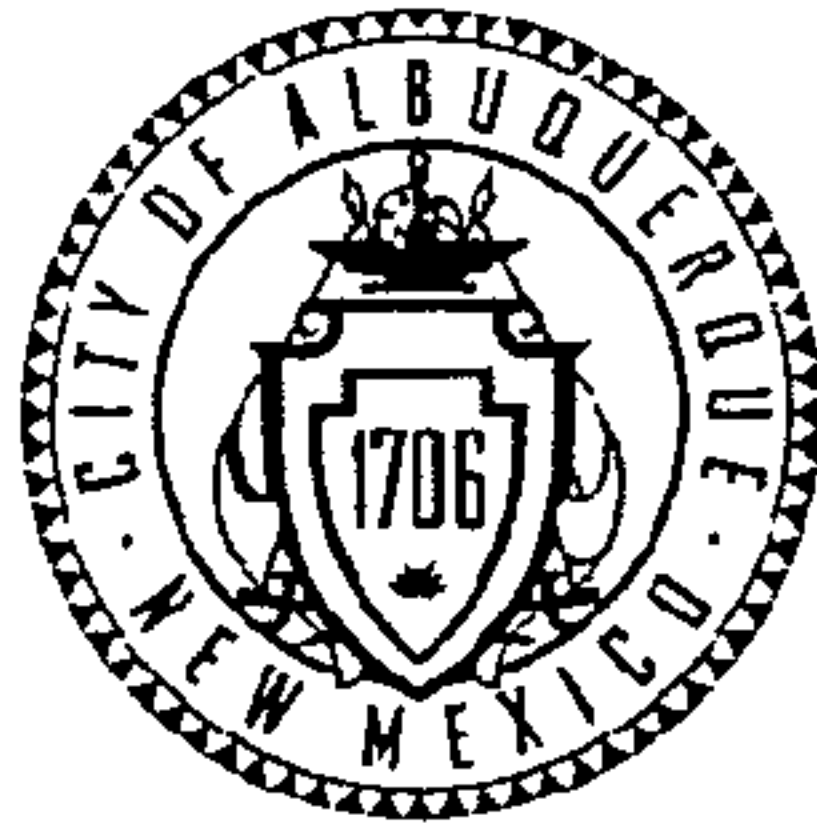
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Sincerely,

Zahir Sharifi, Owner





City of Albuquerque
P.O. Box 1293, Albuquerque, NM 87103

PLEASE NOTE: The NA/HOA 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.

July 22, 2015

Eric V. Munn
TI Design Services
717 Cagua Drive NE/87108
Phone: 505-688-2914

Dear Eric

Thank you for your inquiry of July 22, 2015 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 1 THRU 5, BLOCK 2, CITY REALTY CO.'S FIRST ADDITION, NORTH FOURTH STREET CORRIDOR, LOCATED ON 2818 FOURTH STREET NW AT THE CORNER OF PHOENIX AVENUE NW AND FOURTH STREET NW** zone map H-14.

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

NEAR NORTH VALLEY N.A. "R"

Joe Sabatini, 3514 6th St. NW/87107 344-9212 (h)
Susan Lester, 435 Phoenix NW/87107 266-8129 (h)

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. 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 FOR THIS
PLANNING SUBMITTAL.**

Near North Valley Neighborhood Association
Susan Lester
435 Phoenix NW
Albuquerque NM 87107

July 23, 2015

Re: Vacation of Public Right-of-Way (DRB28) – 304 Phoenix Avenue NW / 2818 4th Street NW

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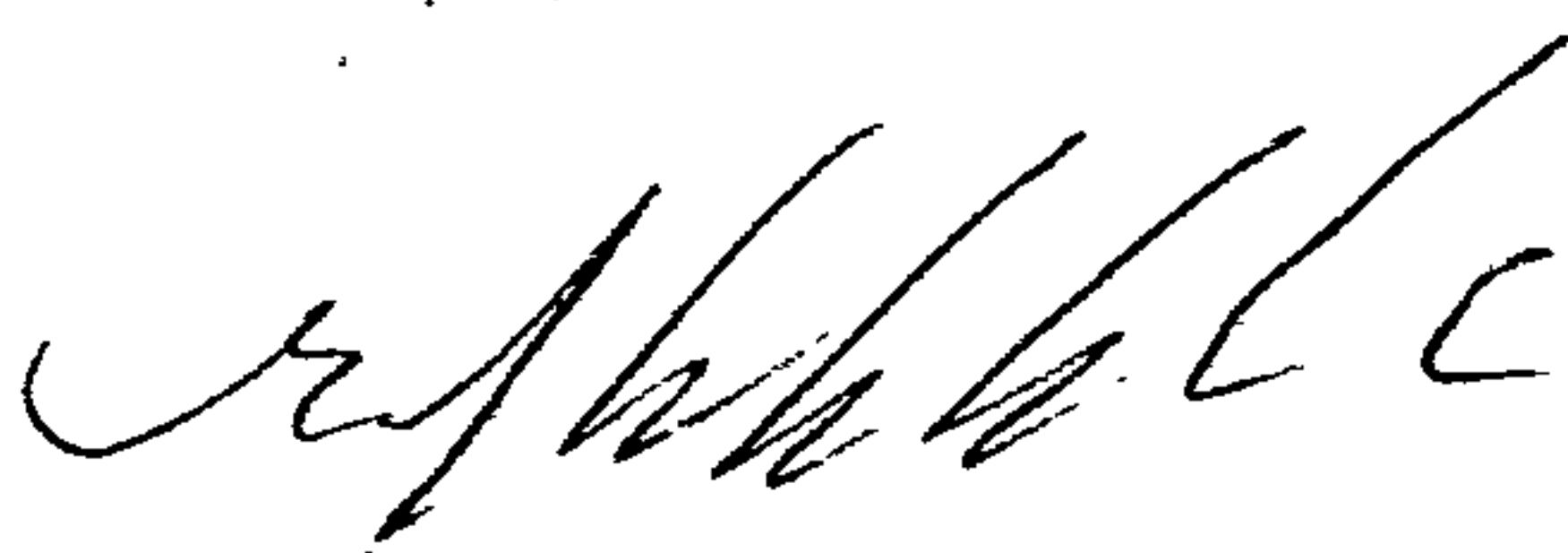
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Sincerely,

Zahir Sharifi, Owner



7015 1660 0000 7277 1918

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

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

OFFICIAL USE

Certified Mail Fee	\$	\$3.45
Extra Services & Fees (check box, add fee as appropriate)		
<input type="checkbox"/> Return Receipt (hardcopy)	\$	\$2.80
<input type="checkbox"/> Return Receipt (electronic)	\$	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$	\$0.00
<input type="checkbox"/> Adult Signature Required	\$	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$	\$0.00
Postage	\$	\$0.49
Total Postage and Fees	\$	



Sent To
Joe Sabatini
Street and Apt. No., or PO Box No.
3514 6th Street NW
City, State, ZIP+4®
Albuquerque NM 87107

PS Form 3800, April 2015 PSN 7530-02-000-9047. See Reverse for Instructions

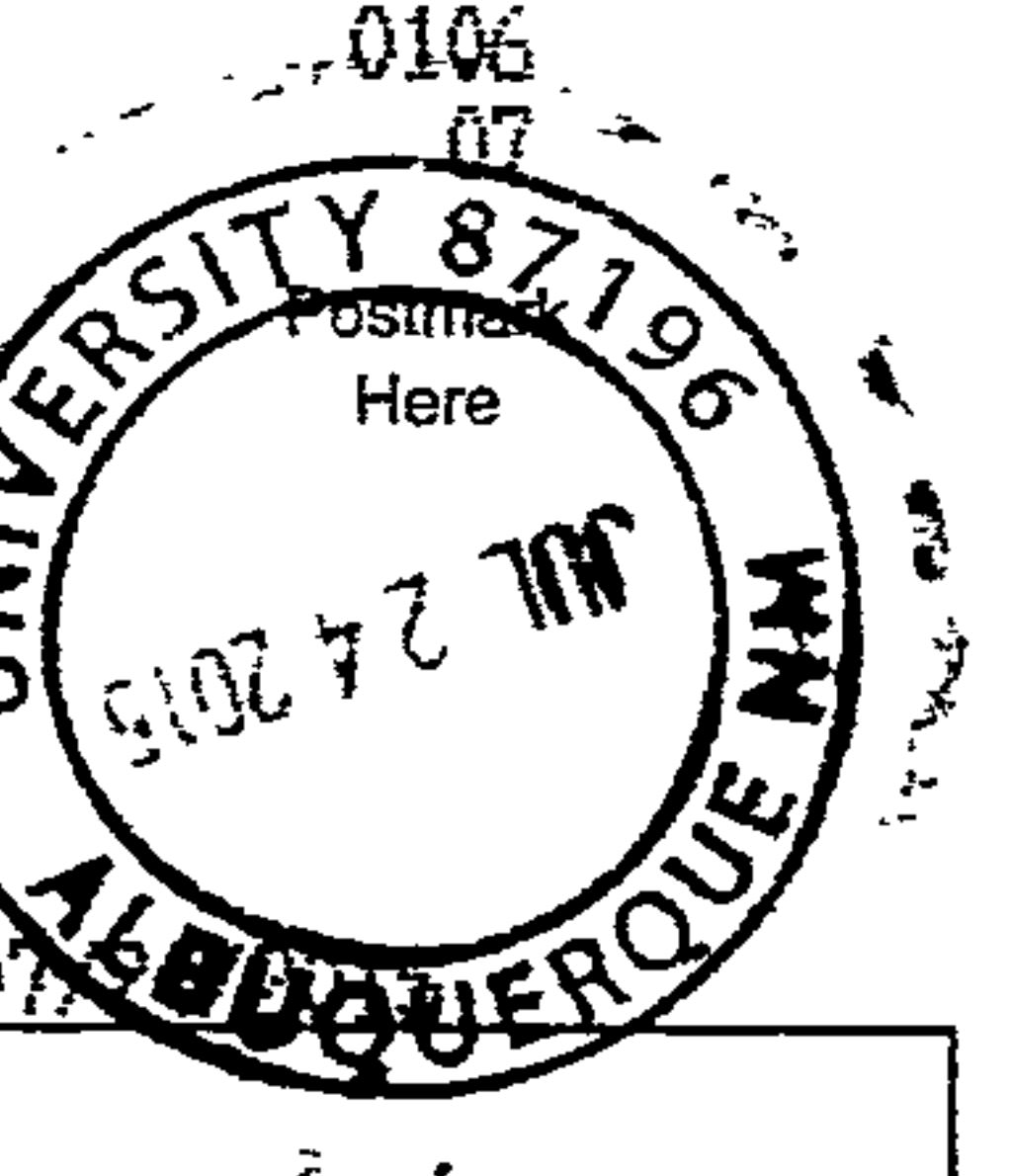
7015 1660 0000 7277 1208

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

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

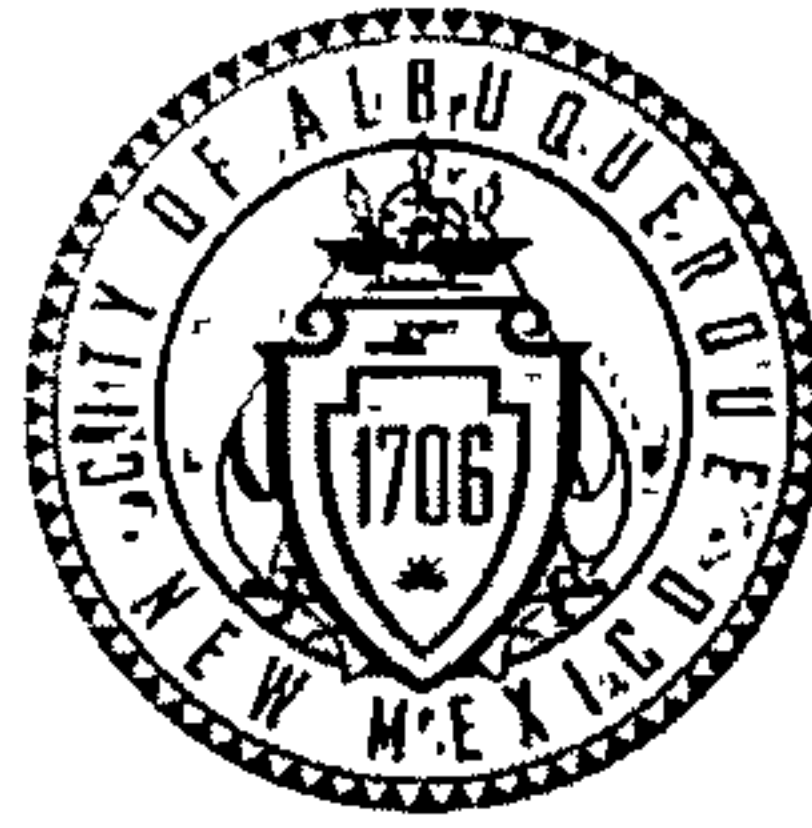
OFFICIAL USE

Certified Mail Fee	\$	\$3.45
Extra Services & Fees (check box, add fee as appropriate)		
<input type="checkbox"/> Return Receipt (hardcopy)	\$	\$2.80
<input type="checkbox"/> Return Receipt (electronic)	\$	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$	\$0.00
<input type="checkbox"/> Adult Signature Required	\$	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$	\$0.00
Postage	\$	\$0.49
Total Postage and Fees	\$	\$6.74



Sent To
Susan Lester
Street and Apt. No., or PO Box No.
435 Phoenix NW
City, State, ZIP+4®
Albuquerque NM 87107

PS Form 3800, April 2015 PSN 7530-02-000-9047. See Reverse for Instructions



INTER-OFFICE MEMORANDUM

COMMENTING AGENCIES

TRANSPORTATION DEVELOPMENT*John MacKenzie*
TRANSIT & PARKING DEPARTMENT*Shabih Rizvi*
COUNCIL OF GOVERNMENTS.....*Kendra Watkins/Andrew Gingerich*
AMAFCA.....*Lynn Mazur*
APD CRIME PREVENTION.....*Steve Sink*
OPEN SPACE DIVISION.....*Kent Reed Swanson/Sarah Brown*
FIRE DEPARTMENT.....*Antonio Chinchilla*
ZONING ENFORCEMENT INSPECTOR.....*Vince Montano*
NEIGHBORHOOD COORDINATION.....*Stephani Winklepleck*
PNM.....*Daniel Aragon*
NEW MEXICO GAS COMPANY.....*Patrick Sanchez*
ALBUQUERQUE PUBLIC SCHOOLS.....*April Winters*
COMCAST CABLE.....*Mike Mortus*
Mid.Rio Grande Conserv. Dist. (MRGCD).....*Ray Gomez*
ENVIRONMENTAL HEALTH.....*Paul Olson*

Your comments on the following case(s) are requested.

PROJECT # 1010532

Board hearing date:

WEDNESDAY, August 19, 2015

!!!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 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: **07/22/15** Time Entered: **12:55 p.m.** Rep. Initials: **siw**



Supplemental Form (SF)

SUBDIVISION

- Major subdivision action
- Minor subdivision action
- Vacation
- Variance (Non-Zoning)

SITE DEVELOPMENT PLAN

- for Subdivision
- for Building Permit
- Administrative Amendment (AA)
- Administrative Approval (DRT, URT, etc.)
- 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): Eric V. Munn - T.I. Design Services PHONE: 688-2914

ADDRESS: 717 Laguna Dr. NE FAX: _____

CITY: ABQ STATE NM ZIP 87108 E-MAIL: holybarbarian@yahoo.com

APPLICANT: Zahir Sharifi PHONE: _____

ADDRESS: 4460 Riverfront Rd. NW FAX: _____

CITY: ABQ STATE NM ZIP 87114 E-MAIL: angeltouchpc@yahoo.com

Proprietary interest in site: Owner List all owners: Zahir & Parmeen Sharifi

DESCRIPTION OF REQUEST: Owner wants to vacate the "Alley" located on 2818 4th St. NW because it divides property into 2 sides and serves no purpose to adjacent 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. 1 thru 5 Block: 2 Unit: _____

Subdiv/Addn/TBKA: City Realty Co's 1st Addition - North 4th St. Corridor

Existing Zoning: C-2 or SU-2 N F T O Z Proposed zoning: C-2 MRGCD Map No _____

Zone Atlas page(s): H14 UPC Code: 10140593334191310

CASE HISTORY:

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

15 DRB-70242 Sketch Plat Case No. 1010532

CASE INFORMATION:

Within city limits? Yes Within 1000FT of a landfill? NO

No. of existing lots: 5 No. of proposed lots: 1 Total site area (acres): .42

LOCATION OF PROPERTY BY STREETS: On or Near: Fourth St. NW & Phoenix Ave. NW

Between: _____ and _____

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

SIGNATURE Eric V. Munn DATE 7.24.15

(Print Name) Eric V. Munn Applicant: Agent:

FOR OFFICIAL USE ONLY

Revised: 11/2014

<input type="checkbox"/> INTERNAL ROUTING	Application case numbers	Action	S.F.	Fees
<input type="checkbox"/> All checklists are complete	<u>15 DRB-70259</u>	<u>VPRW</u>	_____	<u>\$300.00</u>
<input type="checkbox"/> All fees have been collected	_____	<u>CMF</u>	_____	<u>\$20.00</u>
<input type="checkbox"/> All case #s are assigned	_____	<u>ADV</u>	_____	<u>\$75.00</u>
<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	_____	_____	_____	\$ _____
<input type="checkbox"/> F.H.D.P. fee rebate	_____	_____	_____	\$ _____
				Total
				<u>\$395.00</u>

Hearing date August 19, 2015

7-24-15
Staff signature & Date

Project # 1010532

FORM V: SUBDIVISION VARIANCES & VACATIONS

BULK LAND VARIANCE (DRB04) **(PUBLIC HEARING CASE)**

- Application for Minor Plat on FORM S-3, including those submittal requirements. **24 copies**
- Letter briefly describing and explaining: the request, compliance with the Development Process Manual, and all improvements to be waived.
- Notice on the proposed Plat that there are conditions to subsequent subdivision (refer to DPM)
- 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 Public hearings are approximately 30 DAYS after the filing deadline. Your attendance is required.

VACATION OF PUBLIC EASEMENT (DRB27)
 VACATION OF PUBLIC RIGHT-OF-WAY (DRB28)

N.A. 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.)

- Drawing showing the easement or right-of-way to be vacated, etc. (not to exceed 8.5" by 11") **24 copies**
- Zone Atlas map with the entire property(ies) clearly outlined
- Letter briefly describing, explaining, and justifying the request
- Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
- Sign Posting Agreement *day of submittal*
- 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 Public hearings are approximately 30 DAYS after the filing deadline. Your attendance is required.

SIDEWALK VARIANCE (DRB20)
 SIDEWALK WAIVER (DRB21)

- Scale drawing showing the proposed variance or waiver (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 variance or waiver
- 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.

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 filing 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.

I, the applicant, acknowledge that any information required but not submitted with this application will likely result in deferral of actions.

Eric V. Muen
 Applicant name (print)
Eric Muen 7-24-15
 Applicant signature / date



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

Application case numbers
15 - DRB - 70259

Form revised 4/07
[Signature] 7-24-15
 Planner signature / date
 Project # 1010532

SIGN POSTING AGREEMENT

REQUIREMENTS

POSTING SIGNS ANNOUNCING PUBLIC HEARINGS

All persons making application to the City under the requirements and procedures established by the City Zoning Code or Subdivision Ordinance are responsible for the posting and maintaining of one or more signs on the property which the application describes. Vacations of public rights-of-way (if the way has been in use) also require signs. Waterproof signs are provided at the time of application. If the application is mailed, you must still stop at the Development Services Front Counter to pick up the sign.

The applicant is responsible for ensuring that the signs remain posted throughout the 15-day period prior to public hearing. Failure to maintain the signs during this entire period may be cause for deferral or denial of the application. Replacement signs for those lost or damaged are available from the Development Services Front Counter at a charge of \$3.75 each.

1. LOCATION

- A. The sign shall be conspicuously located. It shall be located within twenty feet of the public sidewalk (or edge of public street). Staff may indicate a specific location.
- B. The face of the sign shall be parallel to the street, and the bottom of the sign shall be at least two feet from the ground.
- C. No barrier shall prevent a person from coming within five feet of the sign to read it.

2. NUMBER

- A. One sign shall be posted on each paved street frontage. Signs may be required on unpaved street frontages.
- B. If the land does not abut a public street, then, in addition to a sign placed on the property, a sign shall be placed on and at the edge of the public right-of-way of the nearest paved City street. Such a sign must direct readers toward the subject property by an arrow and an indication of distance.

3. PHYSICAL POSTING

- A. A heavy stake with two crossbars or a full plywood backing works best to keep the sign in place, especially during high winds.
- B. Large headed nails or staples are best for attaching signs to a post or backing; the sign tears out less easily.

4. TIME

Signs must be posted from Aug. 4, 2015 To Aug. 19, 2015

5. REMOVAL

- A. The sign is not to be removed before the initial hearing on the request.
- B. The sign should be removed within five (5) days after the initial hearing.

I have read this sheet and discussed it with the Development Services Front Counter Staff. I understand (A) my obligation to keep the sign(s) posted for (15) days and (B) where the sign(s) are to be located. I am being given a copy of this sheet.

[Signature] 7-24-15
(Applicant or Agent) (Date)

I issued 1 signs for this application, 7-24-15 [Signature]
(Date) (Staff Member)

DRB PROJECT NUMBER: 1010532

Crystal Y Chau
6211 4th Street NW
Suite 25
Albuquerque NM 87107

July 23, 2015

Re: Vacation of Public Right-of-Way (DRB28) – 304 Phoenix Avenue NW / 2818 4th Street NW

As Owner of the above mentioned properties, I would request to Vacate the existing "Alley" Right-of-Way that lies between these 2 addresses, with plans to Re-Plat the collective lots 1-5 of these 2 addresses into one lot with one address of 2818 4th Street NW.

My Daughter is Owner of Angel Touch Personal Care, providing Home Care for the Elderly and Disabled in the Albuquerque Community. As of present Angel Touch employ approximately 230 employees that provide at-home care for our clients in need.

Presently Angel Touch Administrative Offices reside at the 2818 4th Street NW address in an existing single story Office Building of approximately 640 SF. As the client and employee base has been growing tremendously over the past years, Angel Touch finds the need to expand Administrative Office space for more Administrative Office employees and for the increase in number of clients and field employees that frequent this office location/space on a daily basis. Also being a family business, we as a family spend much of our time here at the office space with our children and need better allocation of space between public and private areas.

Angel Touch plans to build an Addition to the existing Office Building of approximately 2800 SF, to include office area, conference area, reception and waiting area, public and private bathrooms. We would like to locate the building addition along the 4th street portion of the lot with the building addition being set back from 4th Street enough to allow a breezeway between the New Addition and the existing building, and also to allow for healthy space for our existing mature street trees along 4th street. Entrances to the New Building Addition can be for pedestrian and bike traffic from 4th Street, and from a New Parking area on the opposite east side of the building (being the Main Entry) with vehicle access from the existing site entry on Phoenix Avenue NW.

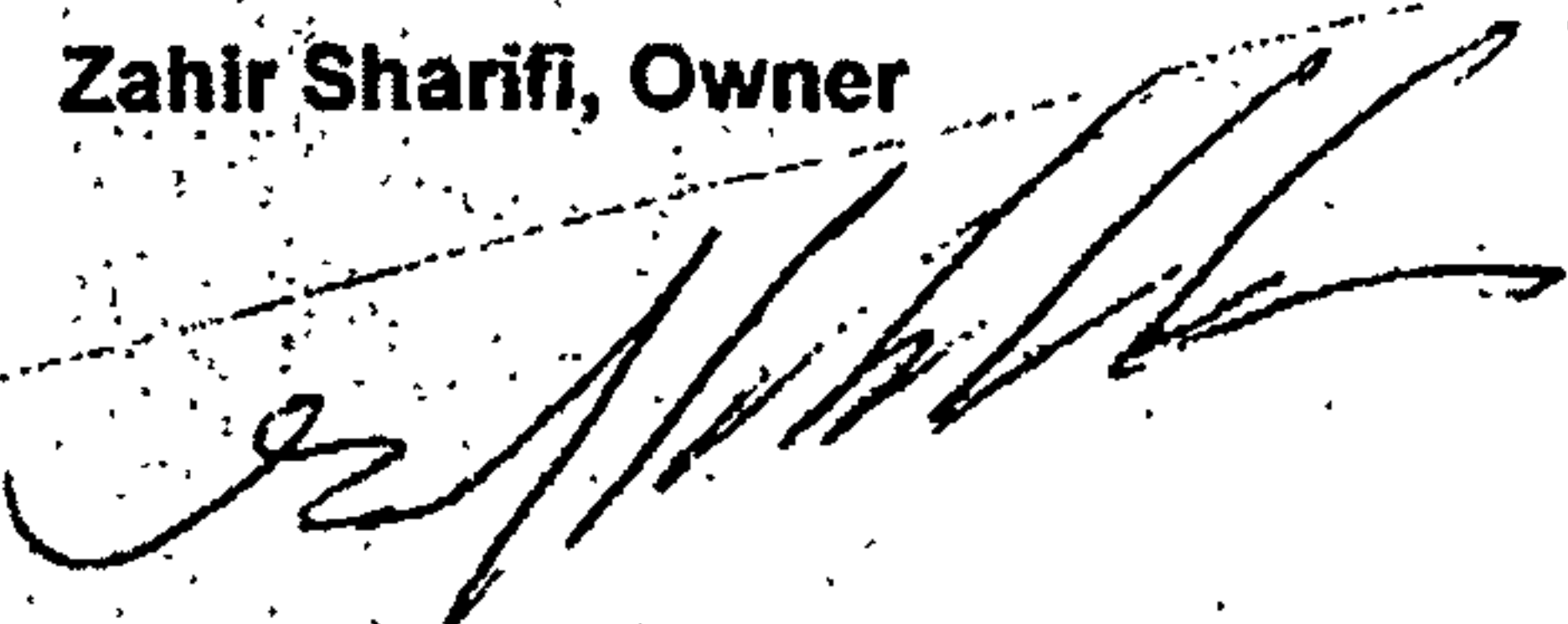
The property area Angel Touch would need for this expansion is comprised of the 5 lots mentioned, and an Alley in the middle separating the 4th Street address and the Phoenix Avenue address. The existing site entrance is located on Phoenix Avenue accessing the property at lots 4 and 5. Our plan is to Re-Plat these 5 lots and the Alley area into one lot with an address of 2818 4th Street NW and a C-2 Zoning for the New Angel Touch Administrative Offices expansion.

We would need to change the R-1 zoning of lots 4 and 5 to C-2, and Vacate the Alley to make this possible. This "Alley" Right-of-Way, running north to south, is non-functional and does not align or relate with any other streets or allies at adjacent south property or property to the north across Phoenix Avenue NW.

Since this is your Property bordering this "Alley" Right-of-Way to the south, we would ask for your approval for us to Vacate the "Alley". Could you please notify us with your decision on this issue? Please do not hesitate to call with any questions/concerns.

Thank you! Sincerely,

Zahir Sharifi, Owner



Agent: Eric V Munn, TI Design Services 688-2914

717 Cagua Drive NE, ABQ NM 87108

7006 2760 0000 7948 9432

U.S. Postal Service™
CERTIFIED MAIL™ RECEIPT
 (Domestic Mail Only; No Insurance Coverage Provided)

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

OFFICIAL USE

Postage	\$ 49
Certified Fee	345
Return Receipt Fee (Endorsement Required)	280
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 6.74

Postmark
 JUL 24 2015
 HIGHLAND NM 87108

Sent To
 Crystal Y Chau
 Street, Apt./No. or PO Box No. 6211 4th St. NW, Suite 25
 City, State, ZIP+4
 Albuquerque NM 87107

PS Form 3800, August 2006 See Reverse for Instructions

UNITED STATES POSTAL SERVICE™ **Cash Receipt**

Received From Mum

Amount (Written Out) <u>Six: 87</u>	Amount (In Numbers) \$ <u>6.87</u>
/100 Dollars	

Purpose
1st cl. letter

By (Signature and Title) [Signature] Date JUL 24 2015

PS Form 1096, November 1987

PROJECT #

1010532

AUGUST 19. 2015

VRUJ

City of Albuquerque
Planning Department
600 Second Street NW
Albuquerque NM 87102

July 7, 2015

Re: Sketch Plat Review and Comment (DRB22) - 2818 4th Street NW

We, Angel Touch Personal Care, provide Home Care for the Elderly and Disabled in the Albuquerque Community. As of present we employ approximately 230 employees that provide at-home care for our clients in need.

Presently our Administrative Offices reside at the address listed above in an existing single story Office Building of approximately 640 SF. As our client and employee base has been growing tremendously over the past years, we find that we greatly need to expand our Administrative Office space for more Administrative Office employees and for the increase in number of clients and field employees that frequent our office space on a daily basis. Also being a family business, we as a family spend much of our time here at our office space with our children and need better allocation of space between public and private areas.

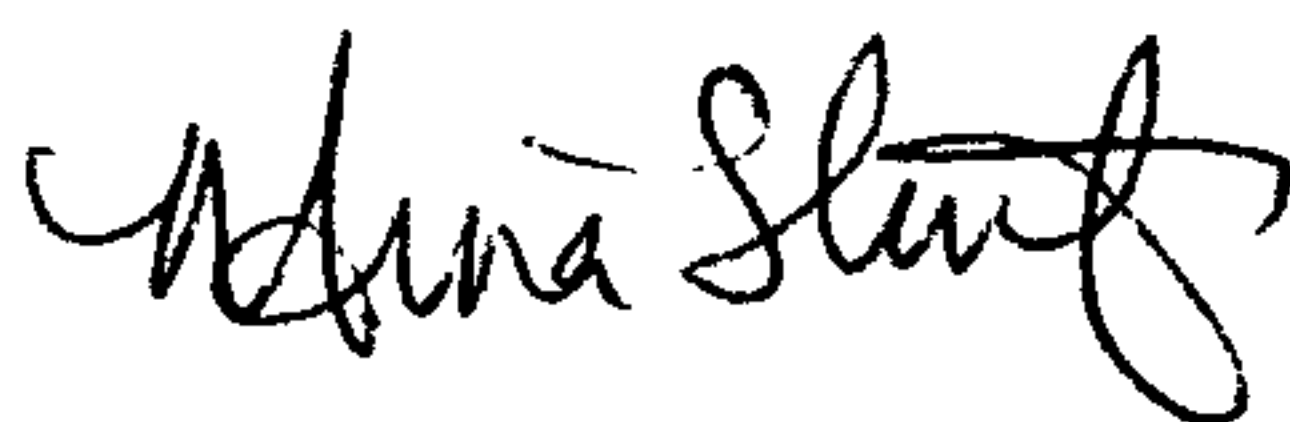
We are requesting approval to build an Addition to the existing Office Building of approximately 2740 SF, to include office area, conference area, reception and waiting area, public and private bathrooms. We would like to locate the building addition along the 4th street portion of the lot with the building addition being set back from 4th Street enough to allow a breezeway between the New Addition and the existing building, and also to allow for healthy space for our existing mature street trees along 4th street. Entrances to the New Building Addition can be for pedestrian and bike traffic from 4th Street, and from a New Parking area on the opposite east side of the building (being the Main Entry) with vehicle access from the existing site entry on Phoenix Avenue NW.

Also we will want to build a 3-car garage on lots 4 and 5 in the SE corner of the property, to replace an already existing carport structure.

The existing property, owned by my Mother and Father, is comprised of 5 lots and an Alley, which have historically remained through this property's changes in use throughout the years, including an Automobile Sales Lot which was comprised of all 5 lots and the Alley. The site entrance has always been where it is located on Phoenix Avenue, the Alley is not a thru-Alley at either end of the property. We would request to build our New Office Addition and New Parking area and the New Garage on this property as the internal lot lines lie.

Our proposed New Office Building, along with our existing mature street trees along 4th Street and Phoenix Avenue, will provide an attractive pedestrian scale front, and greatly enhance this 4th Street Corridor area.

Sincerely,



Mina Sharifi



Zahir Sharifi, Property Owner



Supplemental Form (SF)

SUBDIVISION

Sketch Major subdivision action
 _____ Minor subdivision action
 _____ Vacation
 _____ Variance (Non-Zoning)

SITE DEVELOPMENT PLAN

_____ for Subdivision
 _____ for Building Permit
 _____ Administrative Amendment (AA)
 _____ Administrative Approval (DRT, URT, etc.)
 _____ 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)
 _____ 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): Eric V Munn - TI Design Services PHONE: 688-2914

ADDRESS: 717 Cagua Dr. NE FAX: _____

CITY: ABQ STATE NM ZIP 87108 E-MAIL: holybarbarian@yahoo.com

APPLICANT: Mina Sharifi / Zahir Sharifi PHONE: _____

ADDRESS: 9460 Riverfront Rd. NW FAX: _____

CITY: Albuquerque STATE NM ZIP 87114 E-MAIL: angeltouchpc@yahoo.com

Proprietary interest in site: Mina Sharifi, owner List all owners: Zahir & Parween Sharifi; are

DESCRIPTION OF REQUEST: of "Angel Touch Personal Care" requests to Build an 2740 SF Addition to existing office Bldg. on site to accomodate expanding business.

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. 1-5 Block: 2 Unit: _____

Subdiv/Addn/TBKA: City Realty Co's 1st Addition - North 4th Street Corridor

Existing Zoning: C-2 or SU-2 NFDOD Proposed zoning: C-2 MRGCD Map No _____

Zone Atlas page(s): H14 UPC Code: 101405933341911310

CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX_Z_, V_, S_, etc.): _____

N.A.

CASE INFORMATION:

Within city limits? Yes Within 1000FT of a landfill? No

No. of existing lots: 5 No. of proposed lots: Same Total site area (acres): .42

LOCATION OF PROPERTY BY STREETS: On or Near: Fourth Street NW & Phoenix Ave. NW

Between: _____ and _____

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

SIGNATURE Zahir Sharifi DATE 7.7.15

(Print Name) Zahir Sharifi Applicant: Agent:

FOR OFFICIAL USE ONLY

Revised: 11/2014

- 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

5 DRB-70242

Action

SP

S.F.

Fees

\$ 0

\$ _____

\$ _____

\$ _____

\$ _____

Total

\$ 0

Hearing date

7-7-15

July 15, 2015

Project #

1010532

Staff signature & Date

FORM P(3): SITE PLAN REVIEW - D.R.B. MEETING (UNADVERTISED)

- SKETCH PLAT REVIEW AND COMMENT (DRB22)** **Maximum Size: 24" x 36"**
 - Scaled site sketch and related drawings showing proposed land use including structures, parking, Bldg. setbacks, adjacent rights-of-way and street improvements, etc. (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
 - N/A* List any original and/or related file numbers on the cover application

Meetings are approximately 8 DAYS after the Tuesday noon filing deadline. **Your attendance is required.**

- SITE DEVELOPMENT PLAN FOR SUBDIVISION (DRB18)** **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
 - ___ Scaled site plan and related drawings (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
 - ___ Letter of authorization from the property owner if application is submitted by an agent
 - ___ Copy of the document delegating approval authority to the DRB
 - ___ Completed Site Plan for Subdivision Checklist
 - ___ Infrastructure List, if relevant to the site plan
 - ___ Fee (see schedule)
 - ___ List any original and/or related file numbers on the cover application

Meetings are approximately 8 DAYS after the Tuesday noon filing deadline. **Bring the original to the meeting. Your attendance is required.**

- SITE DEVELOPMENT PLAN FOR BUILDING PERMIT (DRB17)** **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) **6 copies**
 - ___ Site Plan for Subdivision, if applicable, previously approved or simultaneously submitted. **6 copies.**
 - ___ Solid Waste Management Department signature on Site Plan
 - ___ 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
 - ___ Copy of the document delegating approval authority to the DRB
 - ___ Infrastructure List, if relevant to the site plan
 - ___ Completed Site Plan for Building Permit Checklist
 - ___ Copy of Site Plan with Fire Marshal's stamp
 - ___ Fee (see schedule)
 - ___ List any original and/or related file numbers on the cover application

Meetings are approximately 8 DAYS after the Tuesday noon filing deadline. **Bring the original to the meeting. Your attendance is required.**

- AMENDED SITE DEVELOPMENT PLAN FOR BUILDING PERMIT (DRB01)** **Maximum Size: 24" x 36"**
- AMENDED SITE DEVELOPMENT PLAN FOR SUBDIVISION (DRB02)** **Maximum Size: 24" x 36"**
 - ___ Proposed amended Site Plan (folded to fit into an 8.5" by 14" pocket) **6 copies**
 - ___ DRB signed Site Plan being amended (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
 - ___ Letter of authorization from the property owner if application is submitted by an agent
 - ___ Infrastructure List, if relevant to the site plan
 - ___ Completed Site Plan for Building Permit Checklist (not required for amendment of SDP for Subdivision)
 - ___ Fee (see schedule)
 - ___ List any original and/or related file numbers on the cover application

Meetings are approximately 8 DAYS after the Tuesday noon filing deadline. **Bring the original to the meeting. Your attendance is required.**

- FINAL SIGN-OFF FOR EPC APPROVED SDP FOR BUILDING PERMIT (DRB05)**
- FINAL SIGN-OFF FOR EPC APPROVED SDP FOR SUBDIVISION (DRB06)**
 - ___ 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) **6 copies**
 - ___ Approved Grading and Drainage Plan (folded to fit into an 8.5" by 14" pocket) **6 copies**
 - ___ Solid Waste Management Department signature on Site Plan for Building Permit
 - ___ Zone Atlas map with the entire property(ies) clearly outlined
 - ___ Letter carefully explaining how each EPC condition has been met **and** a copy of the EPC Notification of Decision
 - ___ Infrastructure List, if relevant to the site plan
 - ___ Copy of Site Plan with Fire Marshal's stamp (not required for SDP for Subdivision)
 - ___ List any original and/or related file numbers on the cover application

Meetings are approximately 8 DAYS after the Tuesday noon 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.

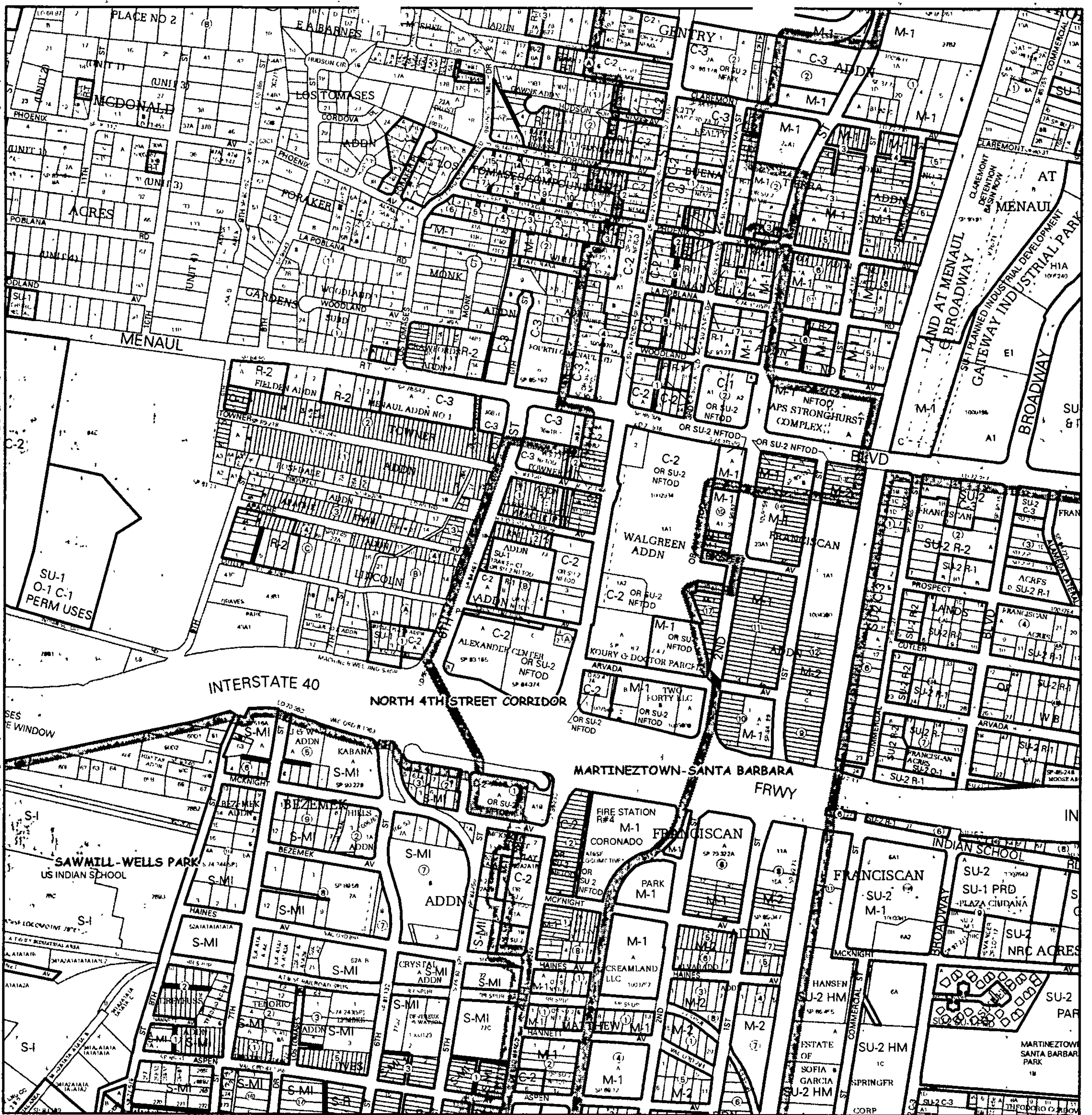
Eric V. Munoz
Applicant name (print)
[Signature] 7-7-15
Applicant signature / date



Form revised October 2007

- Checklists complete
 - Fees collected
 - Case #s assigned
 - Related #s listed
- Application case numbers
15 - DRB - 70242

[Signature] 7-7-15
Planner signature / date
Project # 1010532



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

Map amended through: 9/2/2014

Zone Atlas Page:
H-14-Z

Selected Symbols

SECTOR PLANS	Escarpment
Design Overlay Zones	2 Mile Airport Zone
City Historic Zones	Airport Noise Contours
H-1 Buffer Zone	Wall Overlay Zone
Petroglyph Mon.	

Note: Grey Shading Represents Area Outside of the City Limits

0 750 1,500 Feet

PRE-APPLICATION REVIEW TEAM (PRT) MEETING

PA# 15- 078

Date: 5.19.15

Time: 3:00 PM

1. AGENCY REPRESENTATIVES PRESENT AT MEETING

Planning: Kym Dicome Other: _____
Transportation: Gary Sandoval Other: _____
Code Enforcement: Ben McIntosh Other: _____
Fire Marshall: Antonio Chinchilla Other: _____

2. TYPE OF APPLICATION ANTICIPATED / APPROVAL AUTHORITY

Zone Map Amendment EPC Approval City Council Approval
 Sector Dev. Plan Amendment EPC Approval City Council Approval
 Site Dev. Plan for Subdivision EPC Approval DRB Approval Admin Approval
 Site Dev. Plan for Bldg. Permit EPC Approval DRB Approval Admin Approval
 Other DRT.

3. SUMMARY OF PRT DISCUSSION:

Current Zoning: C-2 OR EV-2/NFTOD
Applicable Plans: _____
Applicable Design Regulations: _____
Other Applicable Regulations: _____
Previously approved site plans/project #s: _____
Proposed Use/Zone: _____
Requirements for application: (R-270-1980, Notification, as-built drawings, TIS, Check Lists, Other)

Handouts Given:

Zone Map Amendment Process R-270-1980 AA Process EPC Schedule

Further input needed: (Sketch Plat Review @ DRB, DRT, ZEO, ONC, pre-application facilitated meeting, other)

Additional Notes:

UNDER THE 4TH ST CORRIDOR PLAN. ANY NEW CONSTRUCTION OR EXPANSION OF 25% ± SF: MUST COMPLY W/ THE PLAN + ZONING "BECOMES" NF TOD. MUST SUBMIT A SITE PLAN THRU THE DESIGN REVIEW TEAM (PRT) IF SITE IS COMPLIANT W/ THE REQUIREMENTS (MEET ON WED. - CALL 924-3860 TARYN TORRES)

4. SIGN & DATE TO VERIFY ATTENDANCE & RECEIPT OF THIS SUMMARY.


PRT CHAIR

5.19.15
APPLICANT OR AGENT

***Please Note: PRT DISCUSSIONS ARE FOR INFORMATIONAL PURPOSES ONLY: THEY ARE NON-BINDING AND DO NOT CONSTITUTE ANY KIND OF APPROVAL. Statements regarding Zoning are not Certificates of Zoning. Additional research may necessary to determine the exact type of application and/or process needed. It is possible that factors unknown at this time and/or thought of as minor could become significant as the case progresses.

OF THE PLAN. ANY DEVIATIONS MUST BE REVIEWED BY THE PLANNING DIRECTOR TO DETERMINE IF THEY ARE MINOR OR MAJOR AND WHETHER IT CAN BE PROCESSED THRU PD., DRB OR EPC (PG 22/23 OF PLAN)

ISSUES CONCERNING PLATTING OF ACCESS ESM'T "ACROSS" ALLEY (PUBLIC R/W) MUST BE PROCESSED THRU DRB AT SKETCH PLAT REVIEW (PER SUBDIVISION ORDINANCE) ADDITIONS → SEE PG 48. RESTRICTIONS ON BLDG BUT DO NOT HAVE TO FOLLOW A BLDG FORM TYPE.

MUST COMPLY W/ ALL OTHER STDS. (PG 29-33)

IF NEW MUST MEET ALL REQ'MENTS - BLDG. MUST FRONT ON 4TH STREET.

IF 2ND STORY TO EXISTING IS CONSIDERED AN ADDITION. DO NOT HAVE TO ADDRESS BLDG TYPE OF N. 4TH, SDP.

TRANSPORTATION: CURB OUT ON PHY AVE. NOT 4TH ST. CAN CONTINUE TO USE THE EXISTING.

FM - DRIVEABLE SERVICE. LIMITED ACCESS THRU GATE.

LOCK BOX FOR FIRE. 20' UNOBSTRUCTED. APP'D SITE PLAN

- SITE PLAN NEED TO SHOW PARKING LAYOUT. ^{PRIOR TO BUILDING PERMIT.}
- DUMPSTER. TALK TO SOLID WASTE.
- HYDRANT LOCATION(S) ON SITE PLAN.

PROJECT #

1010532

July 15, 2015

SK