



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.

March 1, 2016

Russ Hugg
Surv-Tek, Inc.
9384 Valley View Dr. NW/87114
Phone: 505-897-3366/Fax: 505-897-3377

Dear Russ:

Thank you for your inquiry of **March 1, 2016** 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) - PORTION OF TRACT A, COOGAN AND WALTERS AND TRACTS B AND C, MILNE PLAZA LOCATED ON CENTRAL AVENUE SW BETWEEN ATRISCO DRIVE SW AND 46TH STREET SW** zone map **K-12**.

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

PAT HURLEY N.A. "R"

George Holly, 5020 La Bajada NW/87105 831-1560 (h)
James W. Jones, 309 Rincon Ct. NW/87105 836-1620 (h)

VECINOS DEL BOSQUE N.A. "R"

Rod Mahoney, 1838 Sadora Rd. SW/87105 681-3600 (c)
Harrison (Tai) Alley, 1316 Dennison SW/87105

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 (**PLEASE ATTACH: 1) Copy of this letter; 2) Copy of letters sent to NA/HOA's and 3) Copy of White Receipts showing proof that you sent certified mail w/stamp from USPS showing date.**) If you have any questions about the information provided please contact me at (505) 924-3914 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.**

!!!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: **03/01/16** Entered: **2:15 p.m.** ONC Rep. Initials: **siw**

SURV TEK, INC.

Consulting Surveyors

9384 Valley View Drive, NW Albuquerque, New Mexico 87114
Phone: 505-897-3366 Fax: 505-897-3377 E-mail: russhugg@survtek.com

March 2, 2016

CERTIFIED MAIL - RETURN RECEIPT REQUESTED

Vecinos Del Bosque N.A.
1838 Sadora Road SW
Albuquerque, NM 87105
Attention: Rod Mahoney

RE: Vacation of Public Utility Easements within a portion of Tract A, Coogan and Walters and Southwestern Land Development Corp. and Tracts B and C, Milne Plaza, City of Albuquerque, Bernalillo County, New Mexico. City Zone Atlas page K-12.

The owners of the above captioned property, MJ Property Investors, LLC are hereby filing application with the City of Albuquerque Development Review Board for Vacation of two (2) Public Utility Easements lying within the above described property as the same are shown on the attached Vacation Exhibit.

The application will require a public hearing before the Development Review Board in the DRB Meeting Room in the basement floor of the Plaza Del Sol Building at Second and Roma N.W. The Chair of the Development Review Board, Mr. Jack Cloud, may be contacted at 924-3880 or by mail at P.O. Box 1293, Albuquerque, New Mexico 87103.

If you have any questions or comments on this matter please contact:

Russ P. Hugg, PS, Agent

Surv-Tek, Inc.
9384 Valley View Drive N.W.
Albuquerque, New Mexico 87114
505 897 3366

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Certified Fee	\$2.80
Return Receipt Fee (Endorsement Required)	\$0.00
Restricted Delivery Fee (Endorsement Required)	\$0.00
Total Postage & Fees	\$7.45
Postmark Here	
MAR 2 2016	
ALBUQUERQUE NM 87114	
PINO STATION	
0118 09	
08/02/2016	
7014 3492 0002 6010	
0109 E200 2000 0646 4T04	
Sent To	
Vecinos Del Bosque (Rod Mahoney)	
Street & Apt. No., or PO Box No.	
1838 Sadora Rd.	
City, State, ZIP+4	
ABQ NM 87105	
PS Form 3800, July 2014	
See Reverse for Instructions	

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March 2, 2016

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Vecinos Del Bosque N.A.
1316 Dennison SW
Albuquerque, NM 87105
Attention: Harrison Alley

RE: Vacation of Public Utility Easements within a portion of Tract A, Coogan and Walters and Southwestern Land Development Corp. and Tracts B and C, Milne Plaza, City of Albuquerque, Bernalillo County, New Mexico. City Zone Atlas page K-12.

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Certified Fee	\$2.80
Return Receipt Fee (Endorsement Required)	\$0.00
Restricted Delivery Fee (Endorsement Required)	\$0.00
Total Postage & Fees	\$7.45

7014 3490 0002 0023 6027

Sent To: Vecinos Del Bosque (Harrison Alley)
Street & Apt. No.: 1316 Dennison
or PO Box No.:
City, State, ZIP+4: ABO NM 87105

0118 09
MAR 2 - 2016
ALBUQUERQUE NM 87114
03/02/2016

PS Form 3800, July 2014

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March 2, 2016

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5020 La Bajada NW
Albuquerque, NM 87105
Attention: George Holly

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Street & Apt. No., or PO Box No. 5020 La Bajada	
City, State, ZIP+4® ALB NM 87105	

PS Form 3800, July 2014 See Reverse for Instructions

0118 PINO S...
MAR 2 - 2016
02/02/2016

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309 Rincon Court NW
Albuquerque, NM 87105
Attention: James W. Jones

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RINCON STATION	
Postmark Here	
011879	
02/02/2016	
Sent To	
Pat Hurley (James Jones)	
Street & Apt. No., or PO Box No.	
309 Rincon	
City, State, ZIP+4	
ABQ NM 87105	
PS Form 3800, July 2014	
See Reverse for Instructions	

7014 3490 0000 2000 064E 4T01
E009 2200 0000 064E 4T01



DEVELOPER INQUIRY SHEET

(To be completed prior to application submittal)

The Office of Neighborhood Coordination (ONC) located in Room 120 (basement) of the Plaza Del Sol Building, 600 Second Street NW, Fax: (505) 924-3913 – will need the following information **BEFORE** neighborhood and/or homeowner association information will be released to the applicant/agent on any project being presented to the Planning Department of the City of Albuquerque. If you have any questions, please feel free to contact our office at (505) 924-3914. Your Developer inquiry is for the following:

- Cell Tower Submittal: [] Free-Standing Tower -OR- [] Concealed Tower
[] EPC Submittal DRB Submittal [] LUCC Submittal [] Liquor Submittal
[] Administrative Amendments (AA's) Submittal [] City Project Submittal

CONTACT NAME: Russ Hugg
COMPANY NAME: SURV-TEK, INC
ADDRESS/ZIP: 9384 VALLEY VIEW DR NW
PHONE: 897-3366 FAX: 897-3377

LEGAL DESCRIPTION INFORMATION

PLEASE FORWARD INFORMATION ON ANY NEIGHBORHOOD AND/OR HOMEOWNER ASSOCIATION IN THE AREA OF THE PROPERTY DESCRIBED BELOW:

PORTION OF TRACT A, COOGAN AND WALTERS
AND TRACTS B AND C, MILNE PLAZA

LEGAL DESCRIPTION

LOCATED ON CENTRAL AVENUE WEST
STREET NAME OR OTHER IDENTIFYING LANDMARK

BETWEEN ATRISCO DRIVE SW AND
STREET NAME OR OTHER IDENTIFYING LANDMARK

46TH ST. SW
STREET NAME OR OTHER IDENTIFYING LANDMARK

THE SITE IS INDICATED ON THE FOLLOWING ZONE ATLAS PAGE (K-12).
(PLEASE MARK/HATCH ZONE MAP WHERE PROPERTY IS LOCATED)
(Zone Map **MUST** be provided with request)