

INTER-OFFICE MEMORANDUM

COMMENTING AGENCIES

TRANSPORTATION DEVELOPMENT	John MacKenzie
TRANSIT & PARKING DEPARTMENT	Shabíh Rízví
COUNCIL OF GOVERNMENTS	Kendra Watkins/Andrew Gingerich
AMAFCA	Lynn Mazur
APD CRIME PREVENTION	
OPEN SPACE DIVISION	Kent Reed Swanson!Sarah Brown
FIRE DEPARTMENT	Antonío Chinchilla
ZONING ENFORCEMENT INSPECTOR	Vínce Montano
NEIGHBORHOOD COORDINATION	Stephaní Winklepleck
PNM	Daniel Aragon
NEW MEXICO GAS COMPANY	Patríck Sanchez
ALBUQUERQUE PUBLIC SCHOOLS	April Winters
COMCAST CABLE	
Mid.Rio Grande Conserv. Dist. (MRGCD)	
ENVIRONMENTAL HEALTH	

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

PROJECT # 1010646

Board hearing date:

WEDNESDAY, November 18, 2015

Acity of Albuquerque



DEVELOPMENT/ PLAN REVIEW APPLICATION

Updated 4/16/15

SUBDIVISION		
	Supplemental Form (S Z	ZONING & PLANNING
Major subdivision action		Annexation
—— Minor subdivision action ——— Vacation		Zona Man Amandasant (Catablish as Obsess
—— Vacation —— Variance (Non-Zoning)	V	Zone Map Amendment (Establish or Change Zoning, includes Zoning within Sector
		Development Plans)
SITE DEVELOPMENT PLAN	P	Adoption of Rank 2 or 3 Plan or similar
for Subdivision		Text Amendment to Adopted Rank 1, 2 or 3
for Building Permit Administrative Amendme	ent (AA)	Plan(s), Zoning Code, or Subd. Regulations
Administrative Approval (• •	
IP Master Development F		Street Name Change (Local & Collector)
Cert. of Appropriateness	(LUCC)	APPEAL / PROTEST of
STORM DRAINAGE (Form D) Storm Drainage Cost Allo		Decision by: DRB, EPC, LUCC, Planning Director, ZEO, ZHE, Board of Appeals, other
PRINT OR TYPE IN BLACK INK ONL	Y. The applicant or agent mi	ust submit the completed application in person to the
Planning Department Development Ser Fees must be paid at the time of applic	rvices Center, 600 2 nd Street N	NW, Albuquerque, NM 87102.
APPLICATION INFORMATION:		
Professional/Agent (if any): Anderson	Wahlen & Associates	PHONE: (801) 410-8254
ADDRESS: 2010 North Redwood		FAX:
CITY: Salt Lake City		84116 E-MAIL: gregw@awaeng.com
· · · · · · · · · · · · · · · · · · ·		
APPLICANT: Miller Family Real E		PHONE: (801) 563-4176
ADDRESS: 9350 South 150 Eas		FAX:
CITY: Sandy	STATE <u>UT</u> ZIP_	84070 E-MAIL: greg.flint@lhm.com
Proprietary interest in site: Property (Owner List <u>all</u> own	ers: Miller Family Real Estate
DESCRIPTION OF REQUEST: Vacation of	of Public Right of Way (DR	B28)
	•	t property for the use of a car dealership.
Is the applicant seeking incentives pursuar	nt to the Family Housing Developme	nt Program? Yes. 🚣 No.
SITE INFORMATION: ACCURACY OF THE E	XISTING LEGAL DESCRIPTION IS	CRUCIAL! ATTACH A SEPARATE SHEET IF NECESSARY.
	XISTING LEGAL DESCRIPTION IS	CRUCIAL! ATTACH A SEPARATE SHEET IF NECESSARY.
Lot or Tract No. 46A		CRUCIAL! ATTACH A SEPARATE SHEET IF NECESSARY. Block: Unit:
Lot or Tract No. 46A Subdiv/Addn/TBKA: Bosque Redon	do Addn. La Mesa	CRUCIAL! ATTACH A SEPARATE SHEET IF NECESSARY. Block: Unit:
Lot or Tract No. 46A Subdiv/Addn/TBKA: Bosque Redon Existing Zoning: O-1, P	do Addn. La Mesa Proposed zoning:	CRUCIAL! ATTACH A SEPARATE SHEET IF NECESSARY. Block: C Unit: C-2 MRGCD Map No
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Lot or Tract No	Application case numbers	Block: MRGCD Map No
Lot or Tract No	Application case numbers Application case numbers	Block: C Unit:

	(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)
	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.) Prawing 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") 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.
	•
l, t	he applicant, acknowledge that any
	rmation required but not submitted h this application will likely result in
	erral of actions.
	Applicant signature / date
	Checklists complete Application case numbers
	Fees collected 15 - URB - 70388 - 15 - URB - 70388
	Case #s assigned Related #s listed Project # 1000446

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	NOV. 3, 2015	To Nov. 18, 2015	
	•		

5. REMOVAL

I issued signs for this application,

A. The sign is not to be removed before the initial hearing on the request.

10-23-15

(Date)

B. The sign should be removed within five (5) days after the initial hearing.

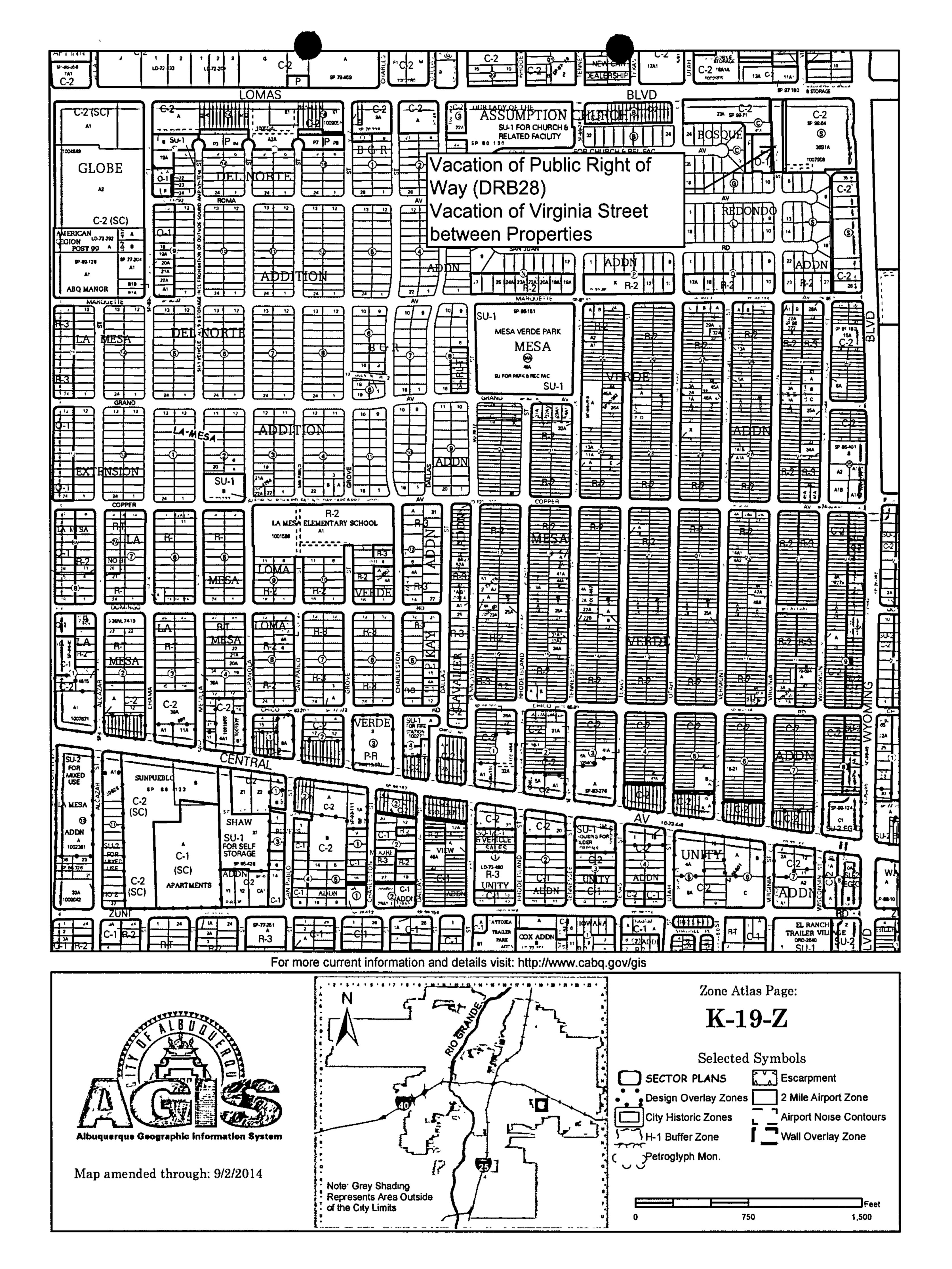
I have read this sheet and discussed it with the Development Services Front Counter Staff. I understand (A) my obligation to keep the sign(s) posted for (15) days and (B) where the sign(s) are to be located. I am being given a copy of this sheet.

(Applicant of Agent)

PROJECT NUMBER: 10/0646

(Staff Member)

Rev. 1/11/05





October 16, 2015

City of Albuquerque Planning Department 600 2nd NW Albuquerque, NM 87102

RE: Letter of Intent – Street Vacation

To whom it may concern,

The following letter of intent outlines in detail the proposed street vacation for the future development of Larry H Miller Jeep, Dodge of Albuquerque.

Recently LHM purchased the office building located 909 Virginia Street with the intent of demolishing the building and creating additional inventory and employee parking spaces. Currently the dealership has inventory lots on both the east and west sides of Virginia Street. The acquisition of the 909 property now puts all of the properties along Virginia Street between Lomas Blvd. to the south boundary of the 909 property under LHM ownership. The intent of street vacation is to consolidate these properties to increase safety, reduce liability and provide convenience for customers and employees at the dealership.

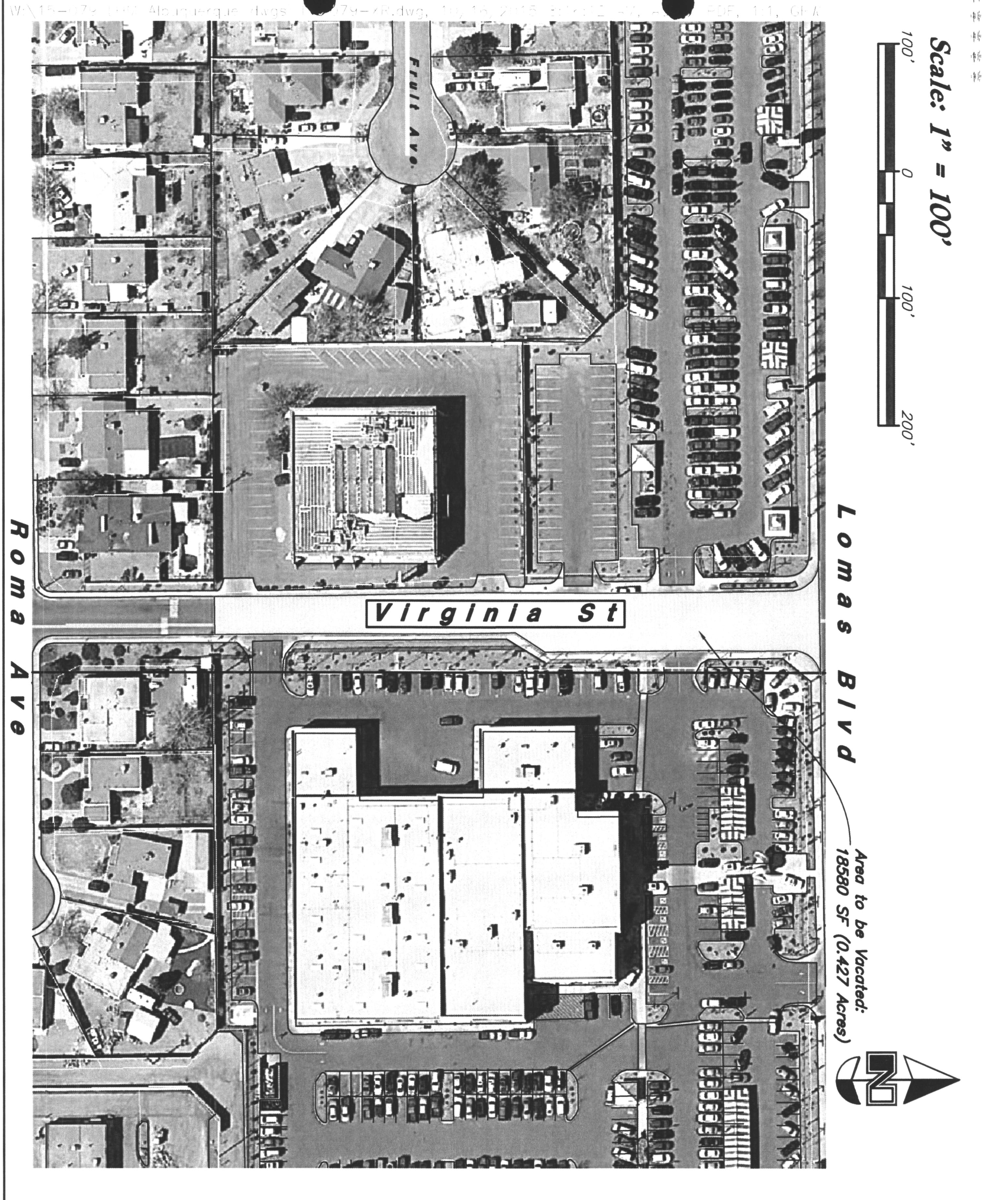
As mentioned above, the dealership has parking areas and inventory parking on both sides of Virginia Street. Currently customers and employees have to leave LHM property, enter the right-of-way and cross Virginia Street continuously throughout every business day. This creates many potential safety concerns. Likewise, when inventory is circulated between lots these vehicles have to leave LHM property and enter the public way creating liability concerns that would not exist if these vehicles did not need to leave private property. The vacation of the street will also benefit the neighboring residential neighborhood to the south by removing cut through traffic from vehicles trying to avoid congestion and the light at the intersection of Lomas Blvd. and Wyoming Blvd.

Based on the reasoning above we propose the vacation of Virginia Street right-of-way between Lomas Blvd. & the south boundary of the 909 Virginia Street property.

We appreciate your assistance with the proposed street vacation. Should you require additional information or have any questions please contact me at (801) 410-8524.

Sincerely,

Greg Wilson





Vacation Exhibit

LHM Jeep Dodge Albuquerque 8528 Lomas Blvd NE

Albuquerque, NM

Sheet No.

EX

Designed By: NA

Drafted By: NA

Client Name: LHM

15-079-XR

15 Oct, 2015

The Office of Neighborhood Coordination (ONC) located in Room 440 (4th floor) of the Plaza Del Sol Building, 600 Second Street NW is where you obtain neighborhood and homeowner association information for your planning submittal.

You can submit your *Developer Inquiry Sheet* in the following ways: 1) In person at the address listed above; 2) Fax it to (505) 924-3913; or 3) E-mail it with the zone map to <u>BOTH</u>: Stephani Winklepleck at <u>swinklepleck@cabq.gov</u> and Dalaina Carmona at <u>dlcarmona@cabq.gov</u>.

ONC will need the following information <u>BEFORE</u> any neighborhood or homeowner association information is released you. If you have questions, please feel free to contact our office at (505) 924-3914.

Zone map and this Developer Inquiry Sheet MUST be provided with request

Please mark zone map to indicate where the property is located

Developer Inquiry is for the following (mark the one that applies):

Cell Tower Submittal: [] Free-Standing Tower -OR- [] Concealed Tower	
[] EPC Submittal [X] DRB Submittal [] LUCC Submittal [] Liquor Submittal	
[] AA Submittal [] City Project Submittal [] ZHE Submittal (need address/zone map # only)	
Contact Name: Greg Wilson	
Company Name: Anderson Wahlen & Associates	
Address/Zip: 2010 North Redwood Road	
Phone: (801) 410-8524 Fax: E-mail: gregw@awaeng.com	
Legal Description Information	
Describe the legal description of the subject site for this project below: (i.e., Lot A, Block A, of the XYZ Subdivision)	
Lot 46A, Block C, of the Bosque Redondo Addn.	
900 Virginia Street NE	
Located On909 Virginia Street NEstreet name (ev122 Main St. NW) or other identifying landmark	
street name (ex 123 Main St. NW) or other identifying landmark Rotugon Lomas Blvd	
Between	and
Roma Ave	
street name or other identifying landmark	

The site is located on the following zone atlas page (K-19-Z).



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.

October 16, 2015

Greg Wilson Anderson Wahlen & Associates 2010 North Redwood Road Salt Lake City, UT 84116

Phone: 801-410-8524

E-mail: gregw@awaeng.com

Dear Greg:

Thank you for your inquiry of October 16, 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 46A, BLOCK C, OF THE BOSQUE REDONDO ADDITION, LOCATED ON 909 VIRGINIA STREET NE, BETWEEN LOMAS BOULEVARD NE AND ROMA AVENUE NE zone map K-19.

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

LA MESA COMMUNITY IMPROVEMENT ASSOC. "R"

Nancy Bearce 600 San Pablo NE/87108 254-7841 (h) Charles Bennett 600 San Pablo NE/87108 254-7841 (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.



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 <u>each</u> application packet that you submit for an EPC or DRB application Listed below is a "Checklist" of the items needed

- [X] 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.
- [X] Copies of Letters to Neighborhood and/or Homeowners Associations (if there are associations). A copy must be submitted with application packet.
- [X] 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: 10/16/15 Time Entered: 10:20 a.m. Rep. Initials: Siw

ALBUQUERQUE NM 87108

10/16/2015 La Mesa (someonity (Charles Gentle)

606 Ech Pablo NE

Charles.

The purpose of this letter is to formally notify all neighborhood, homeowner associations and coalitions of a proposed street vacation in your area. The proposed vacation is located on Virginia Street between Lomas Blvd. & the south boundary of the 909 Virginia Street property. The street will be used for the use of a car dealership

We appreciate your assistance with the proposed rezone. Should you require additional information or have any questions please contact me at (801) 410-8524.

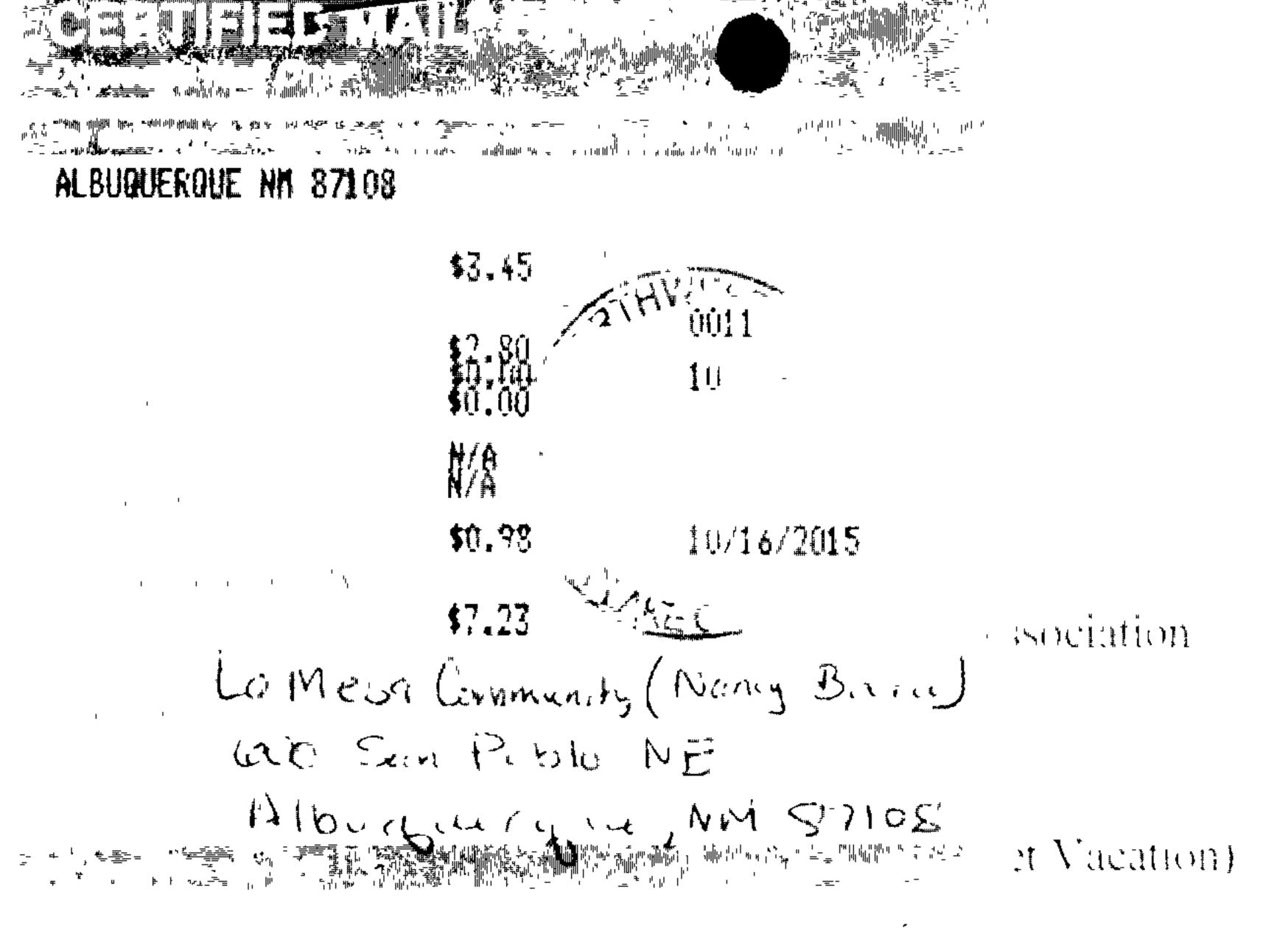
Sincerely.

Greg Wilson

Anderson Wahlen & Associates

2010 North Redwood Road

Salt Lake City, Utah 84116



Nancy:

The purpose of this letter is to formally notify all neighborhood, homeowner associations and coalitions of a proposed street vacation in your area. The proposed vacation is located on Virginia Street between Lomas Blvd. & the south boundary of the 909 Virginia Street property. The street will be used for the use of a car dealership.

We appreciate your assistance with the proposed rezone. Should you require additional information or have any questions please contact me at (801) 410-8524.

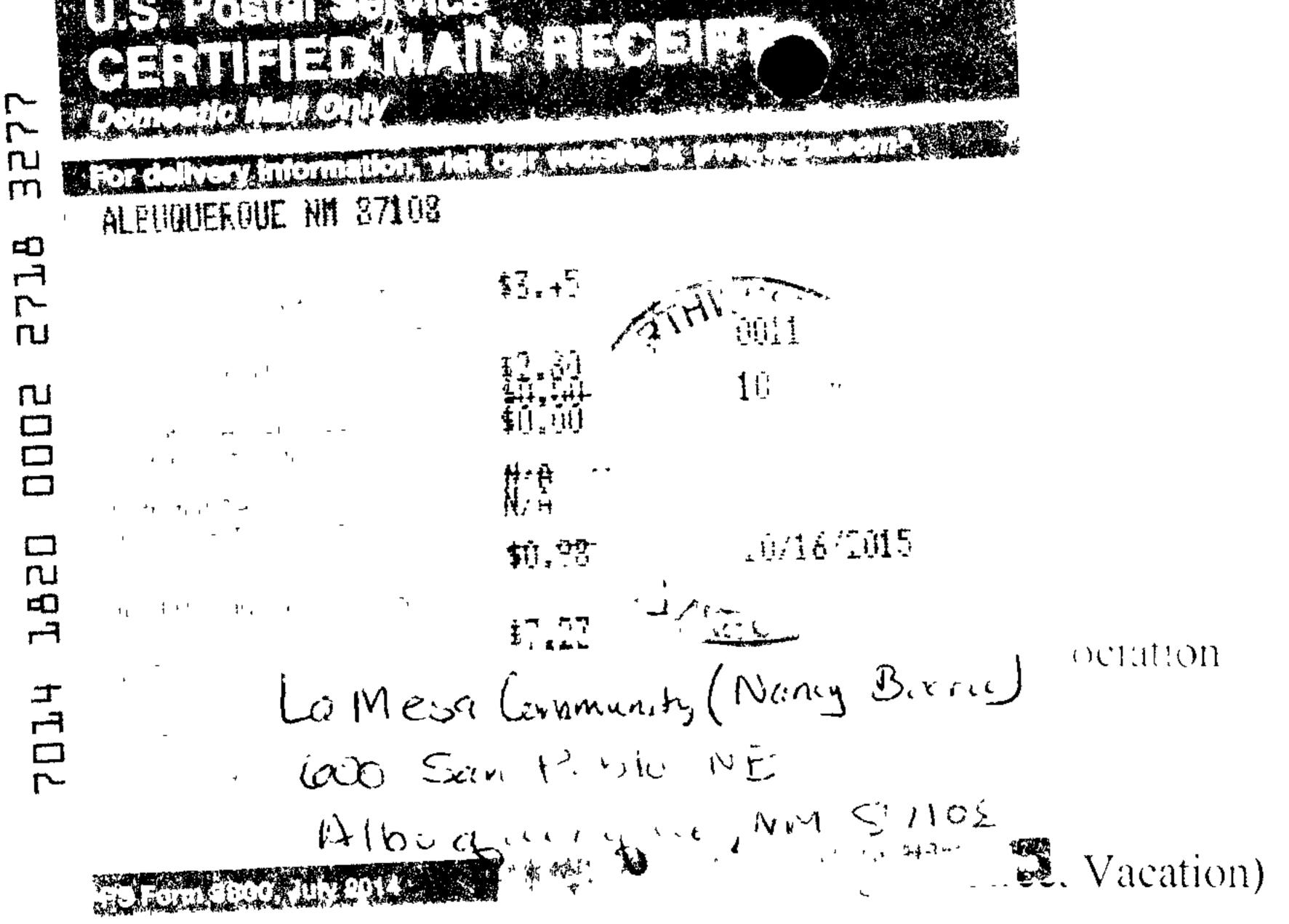
Sincerely,

Greg Wilson

Anderson Wahlen & Associates

2010 North Redwood Road

Salt Lake City, Utah 84116



Nancy:

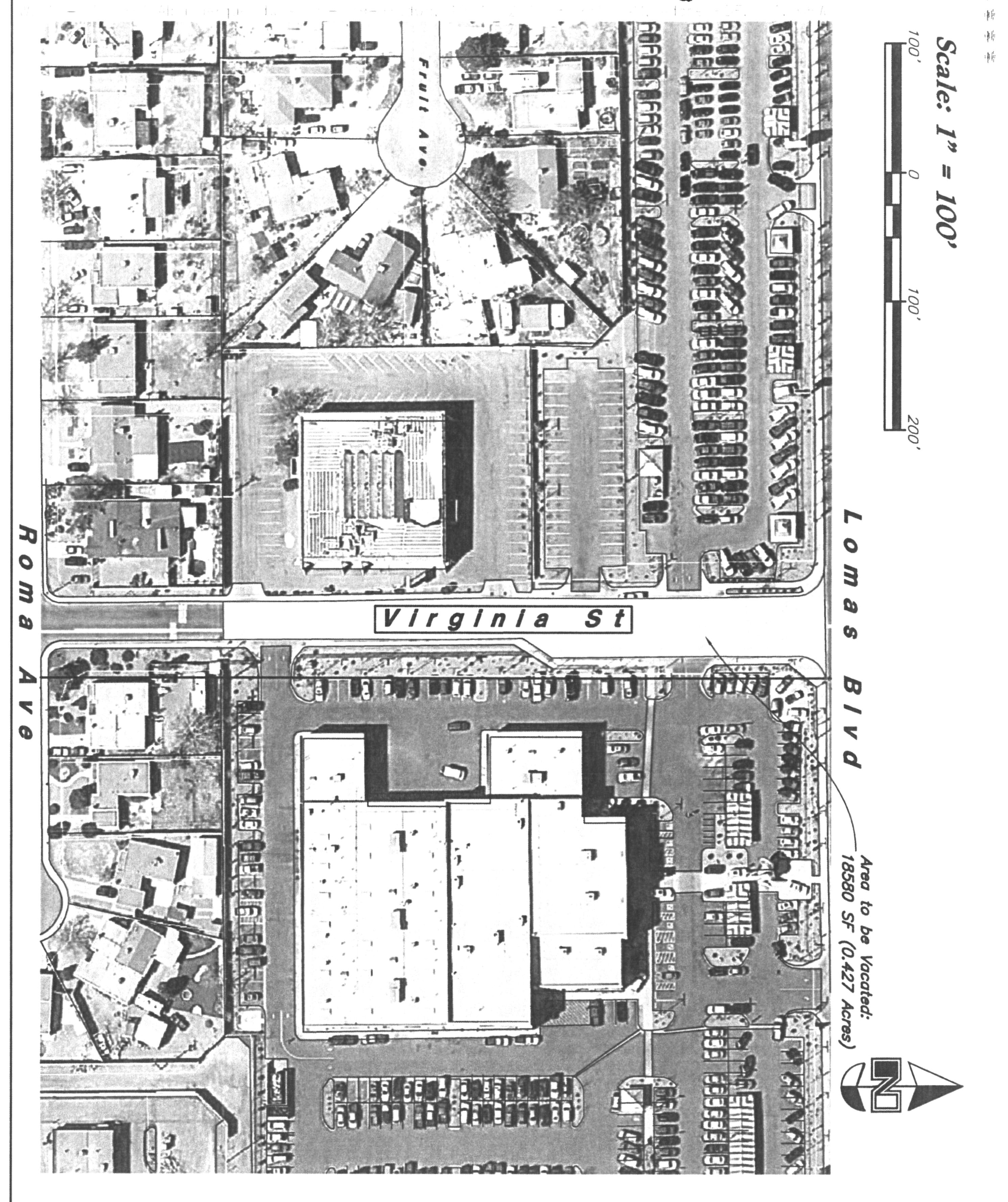
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We appreciate your assistance with the proposed rezone. Should you require additional information or have any questions please contact me at (801) 410-8524.

Sincerely.

Greg Wilson

Anderson Wahlen & Associates 2010 North Redwood Road Salt Lake City, Utah 84116





Vacation Exhibit

LHM Jeep Dodge Albuquerque 8528 Lomas Blvd NE

8528 Lomas Blvd NE Albuquerque, NM Sheet No.

EX

Designed By: NA

Drafted By: NA

Client Name: LHM 15-079-XR

15 Oct, 2015

U.S. Postal Service [™] CERTIFIED MAIL® RECEIPT Domestic Mail Only For delivery information, visit our website at www.usps.com®.						
For delivery information ALBUQUERUUE NIT	37108					
Postage	\$ \$3.45	THWES				
Certified Fee	\$2.80°	0011				
Return Receipt Fee (Endorsement Required)	\$0.00	Here Here				
Restricted Delivery Fee (Endorsement Required)	N/A \$1.20	10/16/2015				
Total Postage & Fees	\$ \$7.45	CCIT	ssociation			
Sent To	esa Commun	ity (Charles Beni	nell)			
Street & Apt. No.,	200 San Pak		an 200 -			
City, State, ZIP+4	bugneraue,	NM 87108	et Vacation)			
PS Form 3800, July 20	014	See Reverse for Instruction	s of vacation)			

Charles,

The purpose of this letter is to formally notify all neighborhood, homeowner associations and coalitions of a proposed street vacation in your area. The proposed vacation is located on Virginia Street between Lomas Blvd. & the south boundary of the 909 Virginia Street property. The street will be used for the use of a car dealership.

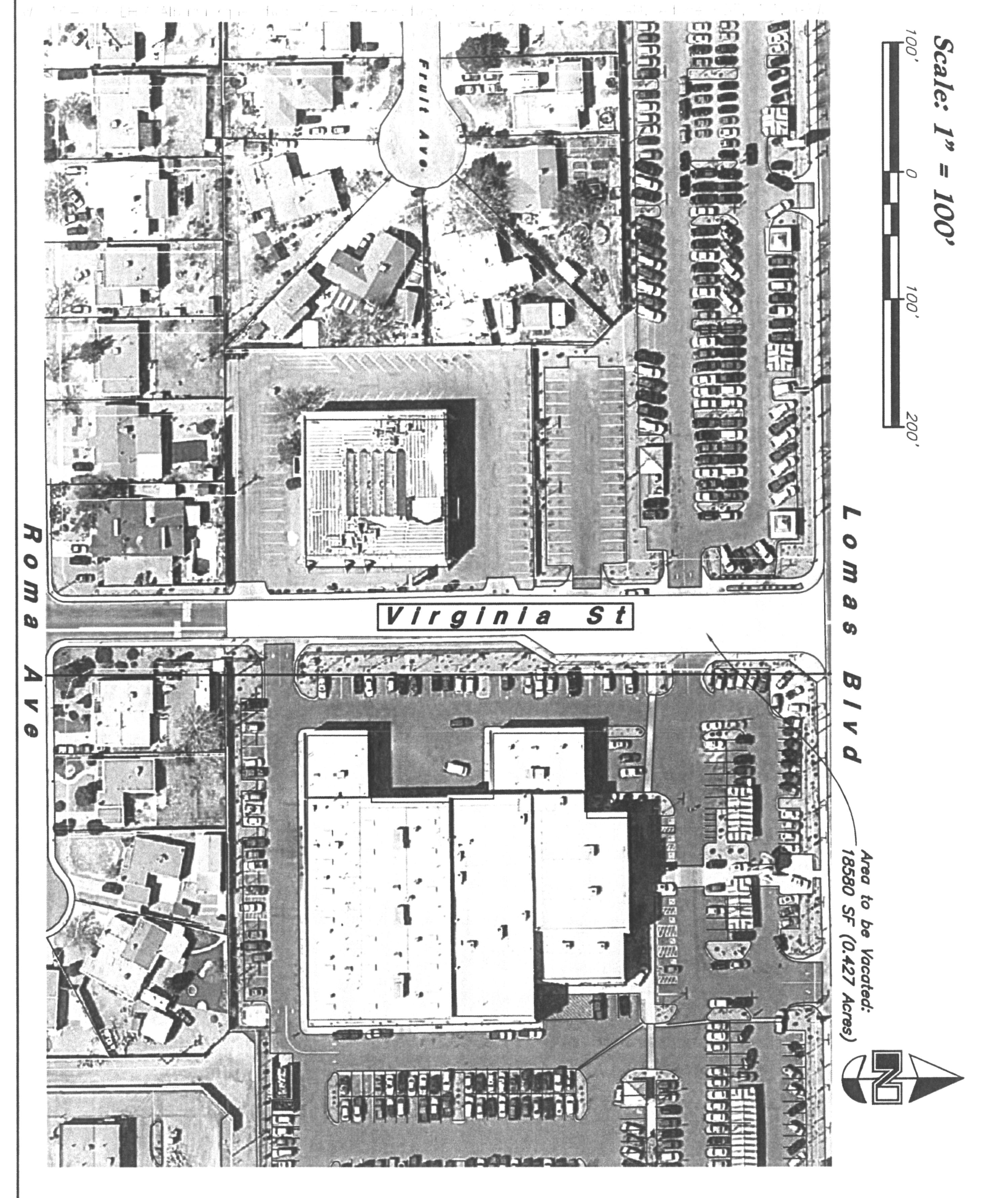
We appreciate your assistance with the proposed rezone. Should you require additional information or have any questions please contact me at (801) 410-8524.

Sincerely,

Greg Wilson

Anderson Wahlen & Associates 2010 North Redwood Road Salt Lake City, Utah 84116

Civil Engineering





2010 North Redwood Road, Salt Lake City, Utah 84116 801 521-8529 — AWAengineering.net

Vacation Exhibit

LHM Jeep Dodge Albuquerque 8528 Lomas Blvd NE

Albuquerque, NM

Sheet No.

EX

Designed By: NA Drafted By: NA Client Name: LHM 15-079-XR

15 Oct, 2015