



Supplemental Form (SF)

<b>SUBDIVISION</b>	<b>S</b>	<b>Z</b>	<b>ZONING &amp; PLANNING</b>
<input type="checkbox"/> Major subdivision action			<input type="checkbox"/> Annexation
<input checked="" type="checkbox"/> Minor subdivision action			
<input type="checkbox"/> Vacation	<b>V</b>		<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
<b>SITE DEVELOPMENT PLAN</b>	<b>P</b>		<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/Approval (AA)			
<input type="checkbox"/> IP Master Development Plan	<b>D</b>		<input type="checkbox"/> Street Name Change (Local & Collector)
<input type="checkbox"/> Cert. of Appropriateness (LUCC)	<b>L</b>	<b>A</b>	<b>APPEAL / PROTEST of...</b>
<b>STORM DRAINAGE (Form D)</b>			<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 2<sup>nd</sup> 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: PAUL SHELBURNE / ALISON HANSON PHONE: \_\_\_\_\_  
 ADDRESS: 6109 CLUB CHOLLA CT NE FAX: \_\_\_\_\_  
 CITY: ALBUQUERQUE STATE NM ZIP 87111 E-MAIL: \_\_\_\_\_  
 Proprietary interest in site: OWNERS List all owners: \_\_\_\_\_

DESCRIPTION OF REQUEST: CHANGING OF BUILDING ENVELOPE

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. 21 Block: \_\_\_\_\_ Unit: \_\_\_\_\_  
 Subdiv/Addn/TBKA: THE OVERLOOK AT HIGH DESERT  
 Existing Zoning: SU-2 / HD R-LT Proposed zoning: N/A MRGCD Map No \_\_\_\_\_  
 Zone Atlas page(s): E-23 UPC Code: 1-023-062-412-237-406-04

**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 # 1010792 16 DRB-70096

**CASE INFORMATION:**

Within city limits?  Yes Within 1000FT of a landfill? NO  
 No. of existing lots: 1 No. of proposed lots: 1 Total site area (acres): .62±  
 LOCATION OF PROPERTY BY STREETS: On or Near: 6109 CLUB CHOLLA CT NE  
 Between: COPPER ROSE CT. and PAPER FLOWER PL.

Check if project was previously reviewed by: Sketch Plat/Plan  or Pre-application Review Team(PRT)  Review Date: 3.16.2016

SIGNATURE Derrick Archuleta DATE 6.7.16  
 (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	_____	_____	_____	\$ _____
<input type="checkbox"/> All fees have been collected	_____	_____	_____	\$ _____
<input type="checkbox"/> All case #s are assigned	_____	_____	_____	\$ _____
<input type="checkbox"/> AGIS copy has been sent	_____	_____	_____	\$ _____
<input type="checkbox"/> Case history #s are listed	_____	_____	_____	\$ _____
<input type="checkbox"/> Site is within 1000ft of a landfill	_____	_____	_____	\$ _____
<input type="checkbox"/> F.H.D.P. density bonus				Total
<input type="checkbox"/> F.H.D.P. fee rebate				\$ _____

Hearing date \_\_\_\_\_

Project # \_\_\_\_\_

Staff signature & Date \_\_\_\_\_

**FORM S(3): SUBDIVISION - D.R.B. MEETING (UNADVERTISED) OR INTERNAL ROUTING**

A Bulk Land Variance requires application on FORM-V in addition to application for subdivision on FORM-S.

- SKETCH PLAT REVIEW AND COMMENT (DRB22)** Your attendance is required.
- Scale drawing of the proposed subdivision plat (folded to fit into an 8.5" by 14" pocket) **6 copies**
  - Site sketch with measurements showing structures, parking, Bldg. setbacks, adjacent rights-of-way and street improvements, if there is any existing land use (folded to fit into an 8.5" by 14" pocket) **6 copies**
  - Zone Atlas map with the entire property(ies) clearly outlined
  - Letter briefly describing, explaining, and justifying the request
  - List any original and/or related file numbers on the cover application

- EXTENSION OF MAJOR PRELIMINARY PLAT (DRB08)** Your attendance is required.
- 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 6.7.16  
 Applicant signature / date



Form revised **October 2007**

- |  |                          |
|--|--------------------------|
| <input type="checkbox"/> Checklists complete | Application case numbers |
| <input type="checkbox"/> Fees collected      | _____                    |
| <input type="checkbox"/> Case #s assigned    | _____                    |
| <input type="checkbox"/> Related #s listed   | _____                    |

Project # \_\_\_\_\_  
 Planner signature / date \_\_\_\_\_

**ARCH+PLAN  
LAND USE CONSULTANTS  
ALBUQUERQUE NM**

June 7, 2016

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

**RE: Lot 21-A, The Overlook at High Desert located at 6109 Club Cholla Ct NE  
PROJECT #1010792/16DRB-70096**

Mr. Cloud and members of the Board:

I would like to request Final Plat review for a minor subdivision for the above mentioned property.

The applicant would like to change the existing building envelope. Proposed Lot 21-A will contain approximately .622± acres.

The site is currently developed with a single family residence.

The property is zoned SU-2 HD/R-LT and is governed by the High Desert Sector Plan and the Semi-Urban Area of the Albuquerque/Bernalillo County Comprehensive Plan which support the request. In addition, the High Desert New Construction Committee has also reviewed and approved the request.

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

Sincerely,

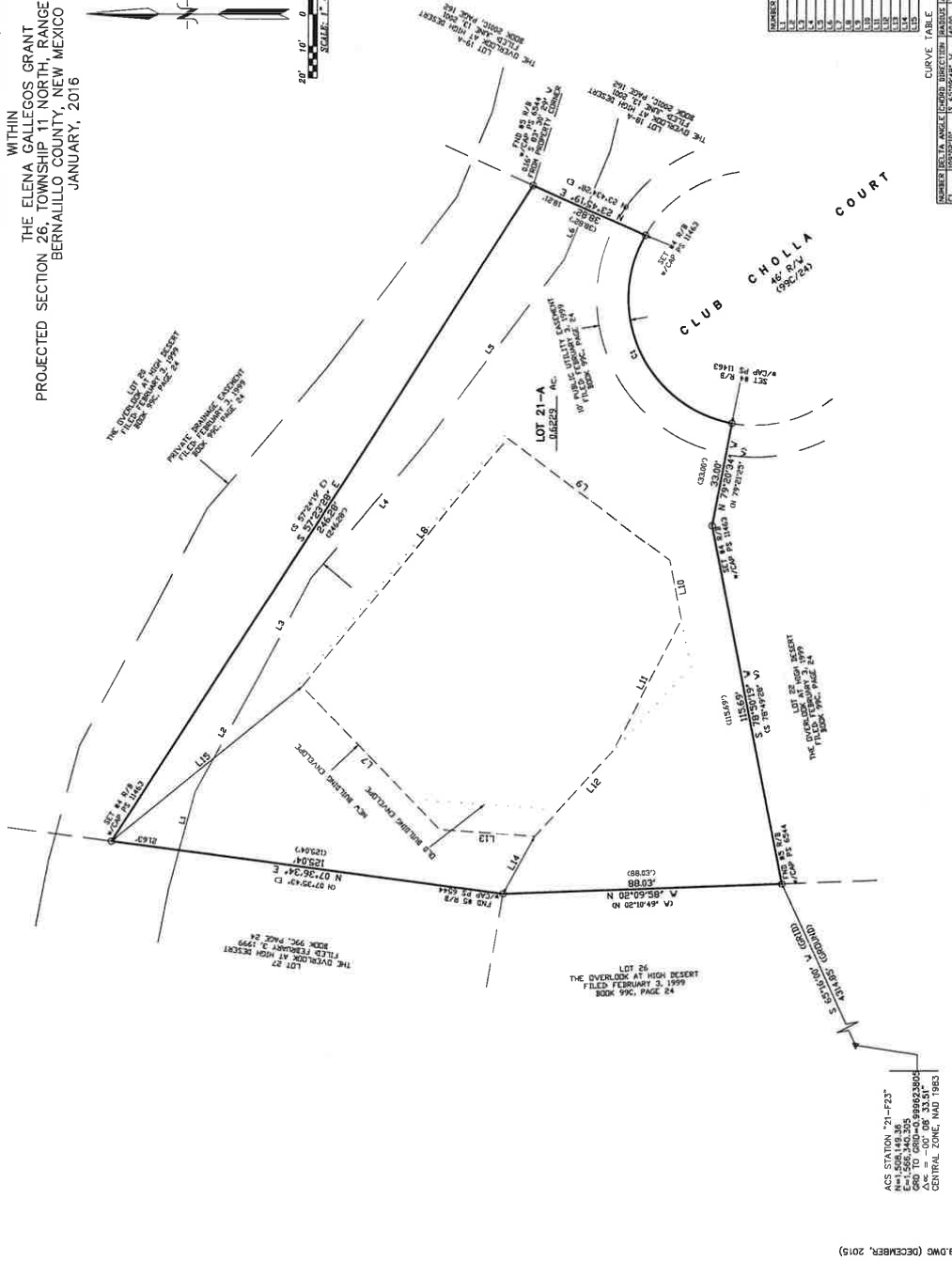
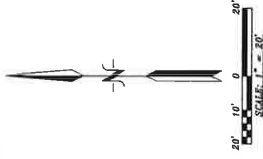


Derrick Archuleta, MCRP  
Principal



**PLAT OF  
LOT 21-A  
THE OVERLOOK AT HIGH DESERT**

WITHIN  
THE ELENA CALLEGOS GRANT  
PROJECTED SECTION 26, TOWNSHIP 11 NORTH, RANGE 4 EAST, N.M.P.M.,  
BERNALILLO COUNTY, NEW MEXICO  
JANUARY, 2016



**LINE TABLE**

NUMBER	DIRECTION	DISTANCE
1	N 43° 02' 33\"	44.50
2	N 43° 02' 33\"	44.50
3	N 89° 42' 41\"	25.47
4	N 89° 42' 41\"	25.47
5	S 2° 02' 59\"	77.77
6	S 2° 02' 59\"	77.77
7	N 45° 02' 18\"	42.97
8	S 2° 02' 59\"	102.00
9	S 2° 02' 59\"	102.00
10	N 43° 02' 33\"	44.50
11	N 43° 02' 33\"	44.50
12	N 43° 02' 33\"	44.50
13	N 43° 02' 33\"	44.50
14	N 43° 02' 33\"	44.50
15	N 43° 02' 33\"	44.50


**CURVE TABLE**

NUMBER	DELTA	ANGLE	DIRECTION	RADIUS	ARC	LENGTH	CHORD	LENGTH
1	100° 00' 00\"	S 45° 00' 00\"	V	425.00	143.97	143.97		
2	100° 00' 00\"	S 45° 00' 00\"	V	425.00	143.97	143.97		


ACS STATION "21-F23"  
N=1508.445346  
E=1508.445346  
GSD TO CORNER=0.988623905  
Δasc = -01.08' 33.51"  
CENTRAL ANGLE: 100.0000



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



Map amended through: 1/28/2016



Note: Gray Shading Represents Area Outside of the City Limits

Zone Atlas Page:  
**E-23-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.	

0 750 1,500 Feet



HIGH DESERT  
NEW CONSTRUCTION COMMITTEE

Brett Rayman  
10555 Montgomery NE  
Building 1 Suite 100  
Albuquerque, NM 87111  
(505) 314-5862

May 18, 2016

Dr. Alison Hansen and Mr. Paul Shelbourne  
6109 Club Cholla Ct  
Albuquerque, New Mexico 87111

Re: Variance Request and Wall Construction

Dear Dr. Hansen and Mr. Shelbourne:

In accordance with the requirements contained in the High Desert Guidelines for Sustainability for Premier and Estate Homes (Guidelines), the members of the New Construction Committee (NCC) reviewed your request to adjust the building envelope at the above address with a net zero effect. The information you provided appeared complete and provided sufficient information for the committee to make a decision. In addition, the High Desert governing documents require the approval of both the New Construction Committee and the Board of Directors (Board) for adjustments to building envelopes.

We are pleased to inform you that your request has been approved by the NCC and the Board.

The next step is for you to complete the City of Albuquerque's official replat process. I contacted Mr. Jack Cloud at the Planning Department to inquire about the process. He indicated that the owner should hire a Registered Land Surveyor to complete the process. The surveyor will need this approval letter as part of the submission to the city for the replat. If you have questions or need further guidance regarding how to replat your property, please contact Mr. Cloud at (505)924-3880.

Dr. Alison Hansen and  
Mr. Paul Shelbourne  
Page 2  
May 18, 2016

If the city agrees to replat your property, you will need to submit the updated survey along with your proposed planning documents for the wall construction to the committee for our review and approval. As a reminder the Guidelines only allow a maximum exposed height of 5 feet - 6 inches, viewed from the exterior of the wall in your village. In addition, we believe that the small retention pond on the northwest corner of the property will need repair.

If you have questions or need further guidance, please call me at (850) 766-4084.

Sincerely,



Brett Kayman  
NCC Chairman