



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 & Type: ☐ Free-Standing Tower -OR- ☐ Concealed Tower

Private Development ☐ EPC ☒ DRB ☐ LUCC ☐ Liquor Submittal
☐ Administrative Amendments (AA's)

City Project ☐ Special Exception Application (ZHE) ☐

CONTACT NAME: Kay Brashear
COMPANY NAME: Mark Goodwin & Associates, PA
ADDRESS/ZIP: P.O. Box 90606, Albuquerque, NM 87199
PHONE: (505) 828-2200 FAX: (505) 797-9539

LEGAL DESCRIPTION INFORMATION

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

LEGAL DESCRIPTION

Desert Ridge Pointe Subdivision, Lots 31 & 32, Block 11, Tract 1 Unit 3, North
Albuquerque Acres

LOCATED ON Glendale Ave.
Street Name or Other Identifying Landmark
BETWEEN Wyoming Blvd. AND Street Name or
Other Identifying Landmark
Barstow St.
Street Name or Other Identifying Landmark

THE SITE IS INDICATED ON THE FOLLOWING ZONE ATLAS PAGE (B-19).

(PLEASE MARK/HATCH ZONE MAP WHERE PROPERTY IS LOCATED)
(Zone Map **MUST** be provided with request)

developinquirysheet (11/17/08)



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, 2016

Kay Brashear
Mark Goodwin & Associates, PA
P.O. Box 90606,
Albuquerque, NM 87199
Phone: (505) 828-2200

Dear Kay:

Thank you for your inquiry of **July 22, 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) DESERT RIDGE POINTE SUBDIVISION, LOTS 31 & 32, BLOCK 11, TRACT 1 UNIT 3, NORTH ALBUQUERQUE ACRES LOCATED ON GLENDALE AVENUE BETWEEN WYOMING BOULEVARD NE AND BARSTOW STREET** zone map B-19.

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

NOR ESTE N.A. (NRE) "R"

***Bob Smith**

P.O. Box 94115/87199-0066 828-1319 (h)

Gina Martinez

P.O. Box 94115/87199-0066 238-5495 (c)

QUIVERA ESTATES H.O.A. (QEH)

***Charles Wong**

8104 Via Encantada NE/87122 235-7695 (c)

Larry Levy

8201 Via Encantada NE/87122

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 saramancini@cabq.gov.

Sincerely,

Sara Mancini

Council Neighborhood Services Manager for the
OFFICE OF NEIGHBORHOOD COORDINATION
Planning Department

**LETTERS MUST BE SENT TO
BOTH CONTACTS OF EACH
NA/HOA FOR THIS
PLANNING SUBMITTAL.**



D. Mark Goodwin & Associates, P.A.
Consulting Engineers

P.O. BOX 90606, ALBUQUERQUE, NM 87199
(505) 828-2200 FAX 797-9539

*~ 2012 ACEC/NM Award Winner for Engineering Excellence ~
~ 2008 ACEC/NM Award Winner for Engineering Excellence ~*

July 25, 2016

Mr. Bob Smith
Nor Este N.A.
PO BOX 94115
Albuquerque, NM 87199

Ms. Gina Martinez
Nor Este N.A.
PO BOX 94115
Albuquerque, NM 87199

**Re: Preliminary Plat, Sidewalk Deferral and Sidewalk Waiver Application
For Desert Ridge Pointe Subdivision**

Dear Mr. Smith and Ms. Martinez,

Enclosed please find a copy of the DRB Application requesting approval for Preliminary Plat, Sidewalk Deferral and Sidewalk Waiver for the above referenced project. The anticipated date to be heard is August 24th. Please contact Diane Hoelzer of our office if you have any questions or concerns.

Sincerely,
MARK GOODWIN & ASSOCIATES, PA

Kay Brashear
Office Manager

/kb

Enclosure



D. Mark Goodwin & Associates, P.A.
Consulting Engineers

P.O. BOX 90606, ALBUQUERQUE, NM 87199
(505) 828-2200 FAX 797-9539

~ 2012 ACEC/NM Award Winner for Engineering Excellence ~
~ 2008 ACEC/NM Award Winner for Engineering Excellence ~

July 25, 2016

Mr. Charles Wong
Quivera Estates H.O.A.
8104 Via Encantada NE
Albuquerque, NM 87122

Mr. Larry Levy
Quivera Estates H.O.A.
8201 Via Encantada NE
Albuquerque, NM 87122

**Re: Preliminary Plat, Sidewalk Deferral and Sidewalk Waiver Application
For Desert Ridge Pointe Subdivision**

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Sincerely,
MARK GOODWIN & ASSOCIATES, PA

Kay Brashear
Office Manager

/kb

Enclosure

7006 0810 0004 6708 6977

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

Sent To Bob Smith
 Street, Apt. No., or PO Box No. PO Box 94115
 City, State, ZIP+4 Albuquerque NM 87199

PS Form 3800, June 2002

See Reverse for Instructions

7016 0910 0002 0888 6763

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<input type="checkbox"/> Return Receipt (hardcopy)	\$	
<input type="checkbox"/> Return Receipt (electronic)	\$	
<input type="checkbox"/> Certified Mail Restricted Delivery	\$	
<input type="checkbox"/> Adult Signature Required	\$	
<input type="checkbox"/> Adult Signature Restricted Delivery	\$	
Postage	\$	
Total Postage and Fees	\$	

Sent To Larry Levy
 Street and Apt. No., or PO Box No. 8201 Via Encantada
 City, State, ZIP+4 Albuquerque NM 87122

PS Form 3800, April 2015 PSN 7530-02-000-9047

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Return Receipt Fee (Endorsement Required)		
Restricted Delivery Fee (Endorsement Required)		
Total Postage & Fees	\$	

Sent To Charles
 Street, Apt. No., or PO Box No. 8104 Via Encantada
 City, State, ZIP+4 Albuquerque NM 87122

PS Form 3800, June 2002

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Return Receipt Fee (Endorsement Required)		
Restricted Delivery Fee (Endorsement Required)		
Total Postage & Fees	\$	

Sent To Gina Martinez
 Street, Apt. No., or PO Box No. PO Box 94115
 City, State, ZIP+4 Albuquerque NM 87199

PS Form 3800, June 2002

See Reverse for Instructions