

DRB  
Kiddie Academy

# City of Albuquerque



DEVELOPMENT/ PLAN  
REVIEW APPLICATION  
Updated 4/16/15

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
- V Zone Map Amendment (Establish or Change Zoning, includes Zoning within Sector Development Plans)
- P 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 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): Angela Williamson, Modulus Architects PHONE: 505-338-1499  
 ADDRESS: 100 Sun Ave NE, Suite 305 FAX: 505-338-1498  
 CITY: Albuquerque STATE NM ZIP 87109 E-MAIL: abenson@modulus  
 APPLICANT: Boythanh LLC. PHONE: architects.com  
 ADDRESS: 4402 Canyon Court NE FAX: \_\_\_\_\_  
 CITY: Albuquerque STATE NM ZIP 87113 E-MAIL: \_\_\_\_\_  
 Proprietary interest in site: Owner List all owners: \_\_\_\_\_

DESCRIPTION OF REQUEST: Site Development Plan for Building Permit for Day Care Center and Office / Retail Building

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 land 2 Block: 4 Unit: 3  
 Subdiv/Addn/TBKA: North Albuquerque Acres  
 Existing Zoning: S-02 for C-1 Proposed zoning: Same MRGCD Map No \_\_\_\_\_  
 Zone Atlas page(s): C-19 UPC Code: 101906401135720232  
101906402635720231

### CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX-, Z-, V-, S-, etc.):  
16 EPC-40049 / Project 1010997

### CASE INFORMATION:

Within city limits?  Yes Within 1000FT of a landfill? No  
 No. of existing lots: 2 No. of proposed lots: 2 Total site area (acres): 1.2 Acres  
 LOCATION OF PROPERTY BY STREETS: On or Near: Louisiana and Alameda  
 Between: SEC Louisiana and \_\_\_\_\_  
 Check if project was previously reviewed by: Sketch Plat/Plan  or Pre-application Review Team(PRT)  Review Date: \_\_\_\_\_

### SIGNATURE

Angela M. Williamson, Agent DATE 11/10/2016  
 (Print Name) Angela Williamson- Modulus Architects 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	_____	_____	_____	\$ _____
<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 # \_\_\_\_\_



Supplemental Form (SF)	Checkmark	Section
1	<input type="checkbox"/>	STORM DRAINAGE (Form D) Storm Drainage Control Plan
2	<input type="checkbox"/>	OFFICE OF APPLICANCES (OAC) Administrative Approval (OAC, URT, etc.)
3	<input type="checkbox"/>	ADMINISTRATIVE AMENDMENT (AA) Administrative Amendment (AA)
4	<input checked="" type="checkbox"/>	EXISTING PERMITS Existing Permits
5	<input checked="" type="checkbox"/>	FOR OUTLINES Outlines
6	<input type="checkbox"/>	VEGETATION Vegetation
7	<input type="checkbox"/>	MAJOR SUBDIVISION ACTION Major subdivision action
8	<input type="checkbox"/>	MAJOR SUBDIVISION ACTION Major subdivision action
9	<input type="checkbox"/>	SITE DEVELOPMENT PLAN Site Development Plan
10	<input type="checkbox"/>	APPREASAL (Form E) Appraisal
11	<input type="checkbox"/>	APPEAL / PROTEST OF Appeal / Protest of
12	<input type="checkbox"/>	STREET NAME CHANGE OR COLLECTION Street Name Change or Collection
13	<input type="checkbox"/>	LAND AMENDMENT TO AN EXISTING ZONING OR PLANNING CODE Land Amendment to an Existing Zoning or Planning Code
14	<input type="checkbox"/>	ADDITION OF RANK 2 OR 3 PERMITTED USES Addition of Rank 2 or 3 Permitted Uses
15	<input type="checkbox"/>	CONTROLLED ZONING WITHIN VECTOR DEVELOPMENT PLAN Controlled Zoning within Vector Development Plan
16	<input type="checkbox"/>	ZONE MAP AMENDMENT (Class Lot or Change) Zone Map Amendment (Class Lot or Change)

PRINT OR TYPE IN BLOCK ONLY. The applicant or agent must submit the completed application in person to the Planning Department Development Services Center, 800 2nd Street NW, Albuquerque, NM 87102.

APPLICANT INFORMATION:  
 Applicant: Albuquerque Architectural & Design Services, LLC  
 Address: 4702 Canyon Court NE  
 City: Albuquerque State: NM ZIP: 87113  
 Applicant Name: Albuquerque Architectural & Design Services, LLC  
 City: Albuquerque State: NM ZIP: 87113  
 Professional Agent: Aracela Williamson, Modulus  
 Address: 100 Sun Ave NE, Suite 802  
 City: Albuquerque State: NM ZIP: 87109  
 Phone: 505-883-1499 Fax: 505-883-1499

PROPERTY OF REQUEST: Site Development Plan for Building Permit for Day Care Center and Office / Retail Building  
 Is the applicant seeking financial pursuant to the Family Housing Development Program? No

ACCURACY OF THE EXISTING LEGAL DESCRIPTION IS CRUCIAL! ATTACH A SEPARATE SHEET IF NECESSARY.  
 Lot # 8  
 Subdivision North Albuquerque Center  
 Project zoning same  
 UIC Code: C-1  
 UIC Code: 1010040135120888  
 UIC Code: 10100402105700881

CASE HISTORY:  
 Has any other case number(s) or application ID(s) related to your application? Yes  
1010040135120888  
10100402105700881  
 Will it affect other case number(s) or application ID(s) related to your application? No

CASE INFORMATION:  
 Total site area (acres): 1.2 acres  
 Total site area (sq ft): 104,500  
 Location of property by streets: 5th and Louisiana  
 Location of property by blocks: 5th and Louisiana  
 Signage: Aracela Williamson, Modulus  
 Architect: Aracela Williamson, Modulus  
 Date: 11/10/2015

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Application case number	Date	Action

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

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

- 1 - OF - Review
- 2 - OF - Planning
- 3 - OF - Planning
- 4 - OF - Planning
- 5 - OF - Planning
- 6 - OF - Planning
- 7 - OF - Planning
- 8 - OF - Planning
- 9 - OF - Planning
- 10 - OF - Planning

**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
  - \_\_\_ 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)**
  - \_\_\_ 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.

  
 Applicant name (print)  
 Applicant signature / date



Form revised **October 2007**

- Checklists complete
  - Fees collected
  - Case #s assigned
  - Related #s listed
- Application case numbers
- \_\_\_\_\_ - \_\_\_\_\_  
 \_\_\_\_\_ - \_\_\_\_\_  
 \_\_\_\_\_ - \_\_\_\_\_

Planner signature / date

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