



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
- Zone Map Amendment (Establish or Change Zoning, includes Zoning within Sector Development Plans)
- 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
- Street Name Change (Local & Collector)
- 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): Michael Heitman, AIA PHONE: 505.821.0235  
 ADDRESS: 1717 Louisiana Boulevard NE, Suite 205 FAX: 505.821.0348  
 CITY: Albuquerque STATE NM ZIP 87110 E-MAIL: mheitman@greer-stafford.com  
 APPLICANT COA Parks and Recreation Department c/o Christina Sandoval, Principal Planner 768.5370  
 ADDRESS: PO Box 1293 FAX: \_\_\_\_\_  
 CITY: Albuquerque NM STATE NM ZIP 87103 E-MAIL: cmsandoval@cabq.gov  
 Proprietary interest in site: Administrative Dept List all owners: City of Albuquerque

**DESCRIPTION OF REQUEST:** This project replaces existing pool facilities at Los Altos Pool, expanding the area of the Los Altos Park's permanent facilities by 21%

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. Tract 4 Block: \_\_\_\_\_ Unit: \_\_\_\_\_  
 Subdiv/Addn/TBKA Municipal Addition No. 2  
 Existing Zoning: SU-1 for a Park, Garden Center, and Recreation Facilities Proposed zoning: no change MRGCD Map No. n/a  
 Zone Atlas page(s): K-20-Z UPC Code: #102005744948610215

**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 # 1011048

**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): 34.5 acres  
 LOCATION OF PROPERTY BY STREETS: On or Near: Located in Los Altos Park, in SE corner of Lomas and Eubank  
 Between: Sited in SE corner of Park and \_\_\_\_\_  
 Check if project was previously reviewed by: Sketch Plat/Plan  or Pre-application Review Team(PRT)  Review Date: 10.11.16

SIGNATURE Michael Heitman AIA DATE 02.27.10  
 (Print Name) Michael Heitman, AIA, Vice President Applicant:  Agent:

**FOR OFFICIAL USE ONLY**

Revised: 11/2014

	Application case numbers	Action	S.F.	Fees
<input type="checkbox"/> INTERNAL ROUTING				
<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	_____	_____	_____	\$ _____
<input type="checkbox"/> F.H.D.P. fee rebate	_____	_____	_____	\$ _____
				Total
				\$ _____

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

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

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

**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.

*Michael Heitman, AIA*  
 Applicant name (print)  
*Michael Heitman, AIA 02.27.16*  
 Applicant signature / date



Form revised **October 2007**

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

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