

FORM V: SUBDIVISION VARIANCES & VACATIONS

☐ BULK LAND VARIANCE (DRB04)

(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.)
- ☒ Drawing 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") **6 copies**
- ☐ 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.

I, the applicant, acknowledge that any information required but not submitted with this application will likely result in deferral of actions.

JOHN PAISANO III
Applicant name (print)
John Paisano III 4/25/17
Applicant signature / date



Form revised 4/07

- ☐ Checklists complete
- ☐ Fees collected
- ☐ Case #s assigned
- ☐ Related #s listed

Application case numbers

17 - DRB - 70122

Project #

4-27-17
Planner signature / date
7011068



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 2nd 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): QUEST NETWORK, LLC PHONE: 280-4051
 ADDRESS: 9816 ADMIRAL DEWEY AVE., N.E. FAX: _____
 CITY: ALBUQUERQUE STATE NM ZIP 87111 E-MAIL: QUESTNETWORK@MSA.COM
 APPLICANT: JAI ME TRUJILLO PHONE: _____
 ADDRESS: 2905 8TH STREET N.M. FAX: _____
 CITY: ALBUQUERQUE STATE NM ZIP 87107 E-MAIL: ALEXISTRUJILLO6@GMAIL
 Proprietary interest in site: _____ List all owners: JAI ME TRUJILLO, YESSICA MOLINA ALMEIDA

DESCRIPTION OF REQUEST: VACATE EXISTING 10' WIDE UTILITY EASEMENT RUNNING THROUGH LOT 1 TO ELIMINATE EXISTING ENCROACHMENTS OF BUILDINGS ON IT.

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. LOT 1 Block: N/A Unit: N/A
 Subdiv/Addn/TBKA: LOS TOMASES ADDITION
 Existing Zoning: R-1 Proposed zoning: R-1 MRGCD Map No 36
 Zone Atlas page(s): H-14-Z UPC Code: 101405913847521601

CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX-, Z-, V-, S-, etc.): 1011068

CASE INFORMATION:

Within city limits? ☒ Yes Within 1000FT of a landfill? NO
 No. of existing lots: 2 No. of proposed lots: 1 Total site area (acres): 0.2775
 LOCATION OF PROPERTY BY STREETS: On or Near: MENAIL BOULEVARD, N.W.
 Between: 4TH STREET N.W. and 12TH STREET N.W.
 Check if project was previously reviewed by: Sketch Plat/Plan ☒ or Pre-application Review Team (PRT) ☐ Review Date: 11/16/16

SIGNATURE

Signature: John Paisano III DATE: 4/25/17
 (Print Name) JOHN PAISANO III Applicant: ☐ Agent: ☒

FOR OFFICIAL USE ONLY

Revised: 11/2014

INTERNAL ROUTING

- ☐ All checklists are complete
☐ All fees have been collected
☐ All case #s are assigned
☐ AGIS copy has been sent
☐ Case history #s are listed
☐ Site is within 1000ft of a landfill
☐ F.H.D.P. density bonus
☐ F.H.D.P. fee rebate

Application case numbers

17 DRB - 70122

Action

VPE
CMF
ADV

S.F.

Fees

\$45.00
\$20.00
\$75.00

Total

\$140.00

Hearing date

May 24, 2017

Project

1011068

Staff signature & Date

[Signature]

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 May 9, 2017 To May 24, 2017

5. REMOVAL

- A. The sign is not to be removed before the initial hearing on the request.
- 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 or Agent)

(Date)

I issued 1 signs for this application,

4-27-17
(Date)

[Signature]
(Staff Member)

PROJECT NUMBER: 1011068