



**SUBDIVISION**

- Major subdivision action
- Minor subdivision action
- Vacation
- Variance (Non-Zoning)

Supplemental Form (SF)

**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

**SITE DEVELOPMENT PLAN**

- for Subdivision
- for Building Permit
- Administrative Amendment (AA)
- Administrative Approval (DRT, URT, etc.)
- IP Master Development Plan
- Cert. of Appropriateness (LUCC)

**D**  Street Name Change (Local & Collector)

**STORM DRAINAGE (Form D)**

- Storm Drainage Cost Allocation Plan

**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): Isaacson & Arfman, P.A. PHONE: (505) 268-8828  
ADDRESS: 128 Monroe Street NE FAX:

CITY: Albuquerque STATE NM ZIP 87108 E-MAIL: asaw@iacivil.com

APPLICANT: Las Ventanas NM, Inc. - T Scott Ashcraft PHONE: (505) 362-6824

ADDRESS: 6501 Wyoming Blvd. NE, Bldg. C - Suite 200 FAX:

CITY: Albuquerque STATE NM ZIP 87109 E-MAIL:

Proprietary interest in site:  List all owners: \_\_\_\_\_

**DESCRIPTION OF REQUEST: Approval of Amendment to Infrastructure List and**

Temporary Deferral of Sidewalk Construction

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. Portion of Lots 18 & 19 Block: 3

Subdiv/Addn/TBKA: Alvarado Gardens (tbka Campbell Compound)

Existing Zoning: RA-2 Proposed zoning: Same MRGCD Map No NA

Zone Atlas page(s): G-13 UPC Code: 101306008514631103

**CASE HISTORY:**

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX\_Z\_, V\_, S\_, etc.): 17DRB-70196; 17DRB-70197; 17DRB-70198; 17DRB-70261

**CASE INFORMATION:**

Within city limits?  Yes  No

No. of existing lots: 2 Within 1000FT of a landfill?  No  Yes

No. of proposed lots: 7 Total site area (acres): 2.0808

LOCATION OF PROPERTY BY STREETS: On or Near: Campbell Road NW

Between: Campbell Court NW and Griegos Drain

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

SIGNATURE Asa Nilsson-Weber DATE 10/31/17

(Print Name) Asa Nilsson-Weber Applicant:  Agent:

**FOR OFFICIAL USE ONLY**

- 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 \_\_\_\_\_

Action \_\_\_\_\_

S.F. \_\_\_\_\_

Revised: **11/2014**

Fees \$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

Total \$ \_\_\_\_\_

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

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

Project # 1011223

**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.**

- \_\_\_ 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 S/A
  - \_\_\_ 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.

**INFRASTRUCTURE LIST**

- 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.

  - X Proposed Amended Preliminary Plat, Infrastructure List, and/or Grading Plan (folded to fit into an 8.5" by 14" pocket) **6 copies**
  - X Original Preliminary Plat, Infrastructure List, and/or Grading Plan (folded to fit into an 8.5" by 14" pocket) **6 copies**
  - X Zone Atlas map with the entire property(ies) clearly outlined
  - X Letter briefly describing, explaining, and justifying the request
  - NA Bring original Mylar of plat to meeting, ensure property owner's and City Surveyor's signatures are on the plat
  - X 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.

Asa Nilsson-Weber  
  
 Applicant name (print) Asa Nilsson-Weber 10/31/17  
 Applicant signature / date



<input type="checkbox"/> Checklists complete	Application case numbers	Form revised <b>October 2007</b>
<input type="checkbox"/> Fees collected	_____ - _____	
<input type="checkbox"/> Case #'s assigned	_____ - _____	Project # <b>1011223</b>
<input type="checkbox"/> Related #'s listed	_____ - _____	Planner signature / date

**FORM V: SUBDIVISION VARIANCES & VACATIONS**

**BULK LAND VARIANCE (DRB04)**

Application for Minor Plat on FORM S-3, including those submittal requirements. **(PUBLIC HEARING CASE)**  
Letter briefly describing and explaining: the request, compliance with the Development Process Manual, and all improvements to be waived. **24 copies**

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.**

**SEWALK VARIANCE (DRB20)**

**SEWALK 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.

Åsa Nilsson-Weber

Applicant name (print)

*Åsa Nilsson-Weber* 10/31/17

Applicant signature / date



Form revised 4/07

Checklists complete

Fees collected

Case #s assigned

Related #s listed

Application case numbers

\_\_\_\_\_ - \_\_\_\_\_

\_\_\_\_\_ - \_\_\_\_\_

\_\_\_\_\_ - \_\_\_\_\_

Project # 1011223

Planner signature / date