



**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

**Supplemental Form (SF)**

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <b>S</b>                 | <b>Z</b>                 | <b>ZONING &amp; PLANNING</b>  |
| <input type="checkbox"/> | <input type="checkbox"/> | Annexation  |
| <b>V</b>                 | <input type="checkbox"/> | Zone Map Amendment (Establish or Change Zoning, includes Zoning within Sector Development Plans)                            |
| <b>P</b>                 | <input type="checkbox"/> | 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 |
| <b>D</b>                 | <input type="checkbox"/> | Street Name Change (Local & Collector)  |
| <b>L A</b>               | <input type="checkbox"/> | <b>APPEAL / PROTEST of...</b>   |
|                          | <input type="checkbox"/> | 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.

PDF copy of the completed application along with all the plans and documents being submitted must be emailed to (PLNDRS@cabq.gov) prior to processing this application. Zippered files and files over 9 Megabytes will not get delivered via email. Therefore, PDF files must be provided on a CD

**APPLICATION INFORMATION:**

Professional/Agent (if any): Kevin Winner PHONE: 505-239-6505  
 ADDRESS: 1940 Barton Street NW FAX: 240-332-0899  
 CITY: Albuquerque STATE NM ZIP 87114 E-MAIL: Kevin@winnermanagement.net  
 APPLICANT: Charles & Katherine Morgan PHONE: 505-331-7000  
 ADDRESS: 8005 Emerald Drive NW FAX: \_\_\_\_\_  
 CITY: Albuquerque STATE NM ZIP 87120 E-MAIL: charlieandkat@msn.com  
 Proprietary interest in site: owner List all owners: Charles & Katherine Morgan

DESCRIPTION OF REQUEST: to combine 2 adjoining lots owned solely by owner into 1 property by eliminating common lot line.  
 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. 4 & 5 Block: 13 Unit: 5  
 Subdiv/Addn/TBKA: Volcano cliffs unit 5  
 Existing Zoning: R-1 Proposed zoning: R-1 MRGCD Map No D Adm 175  
 Zone Atlas page(s): E-10 UPC Code: 101006204346020604

**CASE HISTORY:**

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX, Z, V, S, etc.):  
172HF-80142 (1011293), 17DRB-70322

**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): 0.62+  
 LOCATION OF PROPERTY BY STREETS: On or Near: NW corner of Jada & Emerald  
 Between: 81<sup>st</sup> Street NW and Emerald Drive NW  
 Check if project was previously reviewed by: Sketch Plat/Plan  or Pre-application Review Team(PRT)  Review Date: \_\_\_\_\_

**SIGNATURE**

Kevin Winner DATE 7/11/18  
 (Print Name) Applicant:  Agent:

**FOR OFFICIAL USE ONLY**

<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	_____	_____	_____	Total
<input type="checkbox"/> F.H.D.P. density bonus	_____	_____	_____	\$ _____
<input type="checkbox"/> F.H.D.P. fee rebate	_____	_____	_____	\$ _____

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

Project # 1011293

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

**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 SIA
- 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. -PDF  
-original  
plat

- 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
- Design elevations and cross sections of perimeter walls (11" by 17" maximum) **3 copies**
- Site sketch with measurements showing structures, parking, building setbacks, adjacent rights-of-way and street improvements (to include sidewalk, curb & gutter with distance to property line noted) 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 E10
- FORM DRWS Drainage Report, Water & Sewer availability statement filing information
- Proposed Infrastructure List (Figure 18)
- 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.
- Grading and Drainage Plan/Drainage Report Submittal to Hydrology  
(Grading and Drainage Plan/Drainage Report must be submitted to Hydrology prior to DRB application submittal. Grading and Drainage plans may have to be approved prior to DRB approval.)

**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.
- Proposed Amended Preliminary Plat, Infrastructure List, and/or Grading Plan (folded to fit into an 8.5" by 14" pocket) **6 copies**
  - Original Preliminary Plat, Infrastructure List, and/or Grading Plan (folded to fit into an 8.5" by 14" pocket) **6 copies**
  - Proposed Infrastructure List (Figure 18)
  - 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
  - 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.

\_\_\_\_\_ Applicant name (print)

\_\_\_\_\_ Applicant signature / date

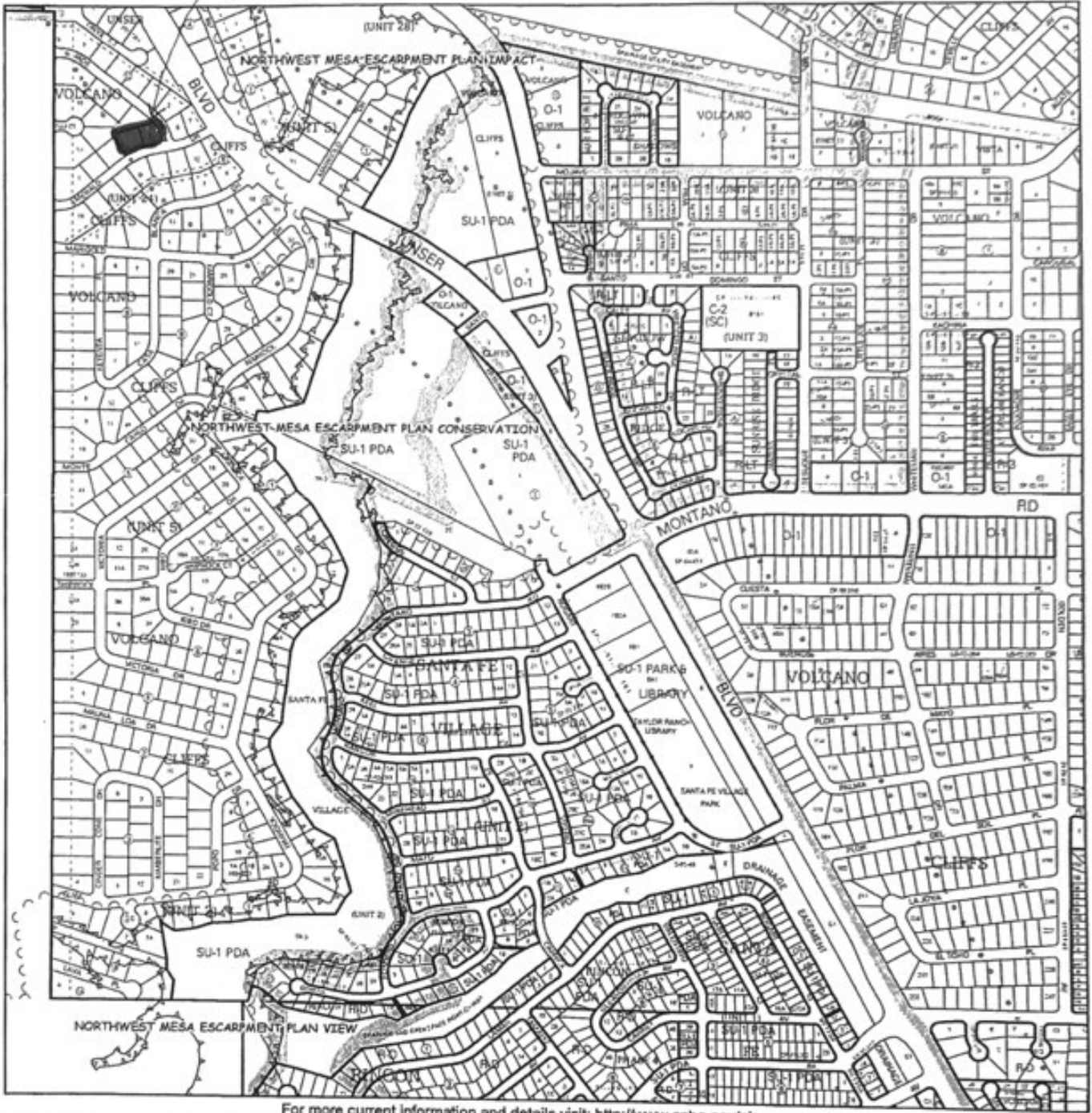


Form revised January 2018

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

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

Subject



For more current information and details visit: <http://www.cabq.gov/gis>

Map amended through: 9/2/2014

Note: Grey Shading Represents Area Outside of the City Limits

Zone Atlas Page:  
**E-10-Z**

Selected Symbols

- SECTOR PLANS
- Design Overlay Zones
- City Historic Zones
- H-1 Buffer Zone
- Petroglyph Mon.
- Escarpment
- 2 Mile Airport Zone
- Airport Noise Contours
- Wall Overlay Zone



Zoning Hearing Examiner  
City of Albuquerque  
600 2<sup>nd</sup> Street NW, 3<sup>rd</sup> Floor  
Albuquerque, NM 87102

RE: Request for Special Exemption

Variance of Property Improvement Set Back Restriction at 8005 Emerald Drive NW, Albuquerque, NM., 87120.

- (a) The application is not contrary to the public interest or injurious to the community or to property or to improvements in the vicinity.

As shown in the accompanying pictures, this improvement is of quality workmanship and materials, thereby, adding financial and esthetic value to this property and every other property in the neighborhood. Within our immediate neighborhood, this improvement has become, and now serves as, a meeting place for National Night Out, Neighborhood Watch Program meetings, family social events (ie: ice cream socials), holiday gatherings and neighborhood gatherings on a weekly basis throughout the year. The gatherings have built a strong neighborhood that works together toward a common goal; safety, security and good ol' neighborly values. Several of our community leaders have made themselves welcomed at many of these gatherings. The improvement we are seeking for this variance will guarantee these gatherings can continue year-round, no matter the weather.

- (b) There are special circumstances applicable to the subject property, which do not apply generally to other property in the same zone.

As you will notice in the accompanying site plan, this is an irregularly shaped property. As a result, the placement of the dwelling caused space constraints on the east side of the structure. Upon quick glance at other properties in this neighborhood, one will notice that similar constraints seldomly exist to the extent of the constraint we are seeking a various for.

- (c) Such special circumstances were not self-imposed and create an unnecessary hardship in the form of a substantial and unjustified limitation on the reasonable use or return on the property.

Again, referring to the site plan, the placement of this home, in the position and location (as is in reference to the property boundaries) was handled by the builder without knowledge or choice by us. Having purchased this home, near finished, we must live with the placement of this dwelling and make improvements that will maximize the use of property space and increase the worth of not only this dwelling but all other dwellings in the surrounding area. Our goal is, and has always been, to make our neighborhood a better place to live, our home a place that people want to gather and to have our own little slice of heaven as this is our dream home. We also want visitors to our area to walk away thinking, "This is a neighborhood I want to live in!" Variance approval denial will severely hinder and limit the achievement of these goals.

- (d) If approved, substantial justice will be done.

These constraints, as discussed in bullet (b), now cause city site setback requirements impossible to adhere to with the completion of this canopy. With the approval of this variance, the impossibility will be removed, the constraint relieved and our dream home will be complete. Not only will justice be done, but we will truly have our little slice of heaven, our neighbors will have a cool place to gather in the summer and a warm place to sit in the winter, growing and bonding as all neighborhood families should. Your neighborhood should become a family you can trust and depend upon in your time of joy and need. Strong neighborhoods build strong communities which build strong cities.

Signature



Date

5/1/18

Neighborhood Plat

9/20/17

PARID: 101006204346020604  
MORGAN KATHERINE L & CHARLES R.



OPEN SPACE



Bernalillo County, NM

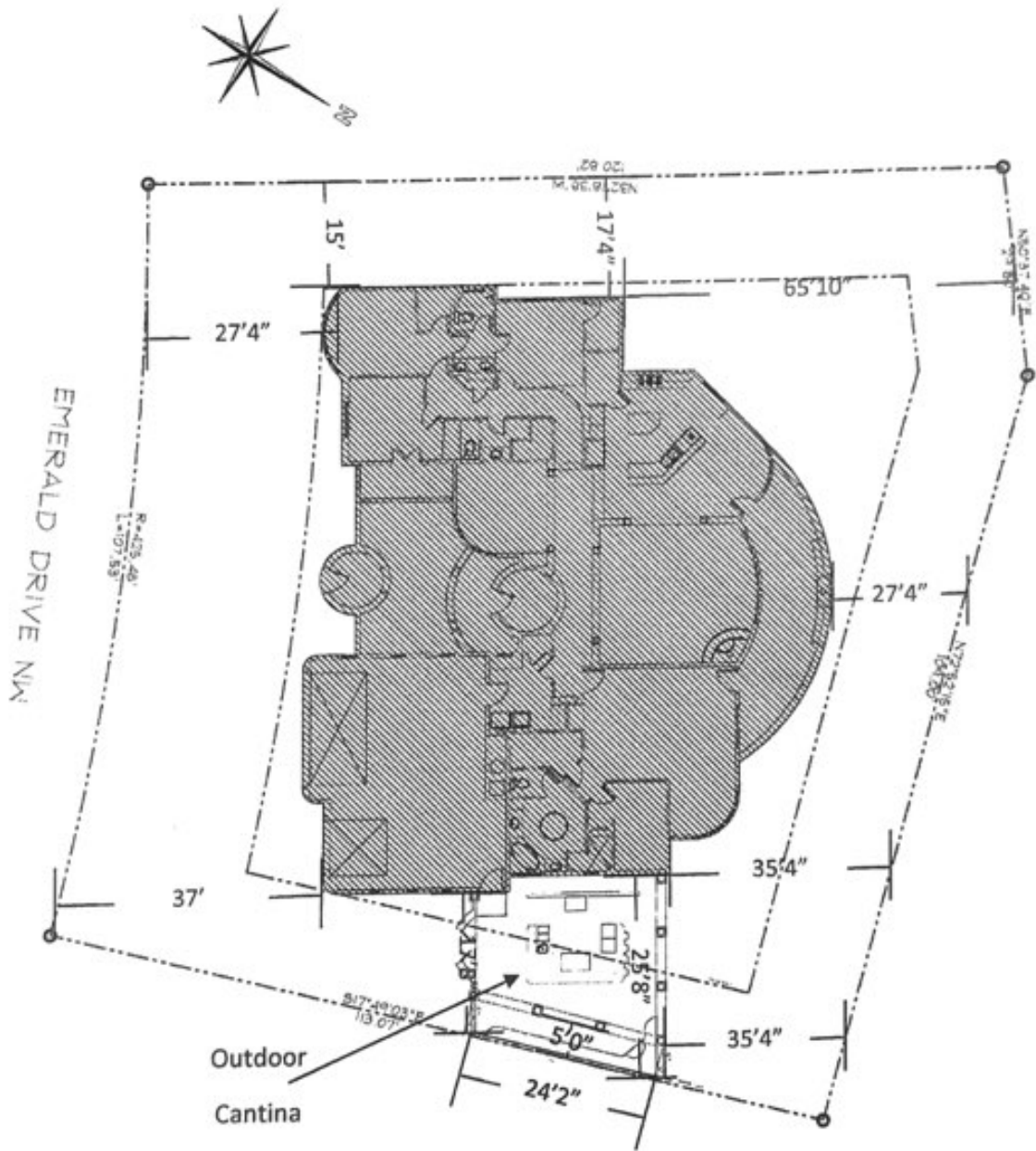
Record Navigator

8005 EMERALD DR

<http://assessor.bernillo.gov/public/access/mapping.asp?shidex=1&id=1&MapDate=2004/11/17>

JEP  
MEXICO  
1918  
DRAWN  
ENGINEER  
SCALE  
LIMITS  
650  
55  
IG  
QUE

Site Plan



SITE PLAN

CHARLIE KATAND  
 Emerald Drive, Volcano Cliffs  
 Albuquerque, NM

AREA TABULATION

Total Floor Slabbing	
Basement Floor Slabbing	
Basement Slabbing	
Basement Foundation	
Basement Floor Deck	
Basement Floor Slabbing	
Basement	

PERMITS

1. SITE PLAN	
2. FLOOR PLAN	
3. FINISHING PLAN	
4. ELECTRICAL PLAN	

S&V CONSULTANTS

NO. PLAN	
DATE	
SCALE	
PROJECT	A-2

Hydrology Div 439 86-924.3986  
Utilities Boh Strong 289.3309

**FORM DRWS: DRAINAGE REPORT / WATER & SANITARY SEWER AVAILABILITY**  
THIS FORM IS REQUIRED WITH THE DEVELOPMENT REVIEW BOARD APPLICATION  
FOR MAJOR SUBDIVISIONS AND SITE DEVELOPMENT PLANS.

PROJECT NAME: Replat of Lots 4 and 5 Block 13, Volcano Cliffs Subd.

AGIS MAP # E10

LEGAL DESCRIPTIONS: Lot 4 AND Lot 5 Block 13 Volcano Cliffs Subd.  
Units

     **DRAINAGE REPORT**

A drainage report, as per the Drainage Ordinance, was submitted to the City of Albuquerque Public Works Department, Hydrology Division (2<sup>nd</sup> Floor Plaza del Sol) on 5/1/18 (date).

[Signature]  
Applicant/Agent

5/1/18  
Date

[Signature]  
Hydrology Division Representative

5/1/18  
Date

N/A **WATER AND SEWER AVAILABILITY STATEMENT**

A Water and Sewer Availability Statement for this project was requested from the City of Albuquerque Utilities Development Division (2<sup>nd</sup> floor, Plaza del Sol) on 5/1/18 (date).

[Signature]  
Applicant/Agent

5/1/18  
Date

[Signature]  
Utilities Division Representative

5/1/18  
Date

PROJECT # 1011293