



Supplemental Form (SF)

**SUBDIVISION**

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

**SITE DEVELOPMENT PLAN**

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

**STORM DRAINAGE (Form D)**

- Storm Drainage Cost Allocation Plan

**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): ARCH+ PLAN LAND USE CONSULTANTS PHONE: 980-8365  
 ADDRESS: P.O. BOX 25911 FAX: \_\_\_\_\_  
 CITY: ALBUQUERQUE STATE NM ZIP 87125 E-MAIL: arch.plan@comcast.net

APPLICANT: JASON FILE PHONE: \_\_\_\_\_  
 ADDRESS: 2311 MATTHEW AV NW FAX: \_\_\_\_\_  
 CITY: ALBUQUERQUE STATE NM ZIP 87107 E-MAIL: \_\_\_\_\_

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

DESCRIPTION OF REQUEST: CREATE 2 LOTS FROM 1 EXISTING LOT & GRANT EASEMENT

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. 1-B Block: \_\_\_\_\_ Unit: \_\_\_\_\_  
 Subdiv/Addn/TBKA: ALVARADO GARDENS UNIT 1  
 Existing Zoning: RA-2 Proposed zoning: N/A MRGCD Map No \_\_\_\_\_  
 Zone Atlas page(s): G-13 UPC Code: 1-013-060-007-079-305-02

**CASE HISTORY:**

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

**CASE INFORMATION:**

Within city limits?  Yes Within 1000FT of a landfill? NO  
 No. of existing lots: 1 No. of proposed lots: 2 Total site area (acres): .61±  
 LOCATION OF PROPERTY BY STREETS: On or Near: 2411 MATTHEW AV NW  
 Between: RIO GRANDE BLVD and MATTHEW PL

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

SIGNATURE Derrick Archuleta DATE 8-1-17  
 (Print Name) DERRICK ARCHULETA Applicant:  Agent:

**FOR OFFICIAL USE ONLY**

Revised: 4/2012

<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 # \_\_\_\_\_

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.**

- 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.

**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**
  - 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.

DERRICK ARCHULETA  
Applicant name (print)  
[Signature] 8-1-17  
Applicant signature / date



Form revised **October 2007**

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

\_\_\_\_\_  
Planner signature / date

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

**ARCH+PLAN  
LAND USE CONSULTANTS  
ALBUQUERQUE NM**

August 1, 2017

Jack Cloud, Chair  
City of Albuquerque  
Development Review Board  
600 2<sup>nd</sup> St NW  
Albuquerque NM

**RE: TRACTS B-1-A & B-1-B, ALVARADO GARDENS UNIT 1**

Mr. Cloud and members of the Board:

I would like to request Sketch Plat review for a minor subdivision for the above mentioned property.

The property owner would like to create two (2) lots from existing Tract 1-B, Alvarado Gardens Unit 1. Proposed Tract B-1-A to be 0.30± acres and Lot B-1-B at 0.30± acres.

The parcel is currently developed with a single family residence that will be removed. The existing zone is RA-2.

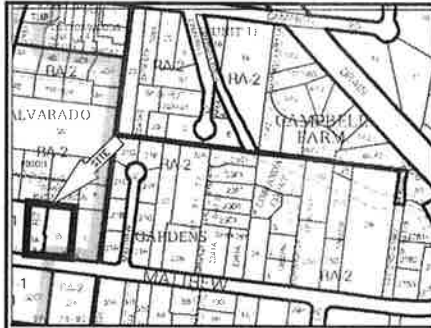
The site is governed by the Established Urban Area of the Albuquerque/Bernalillo County Comprehensive Plan, North Valley Area Plan and the Rio Grande Boulevard Corridor Plan.

Thank you for your time and consideration of the proposed application.

Sincerely,



Derrick Archuleta, MCRP  
Principal



VICINITY MAP No. G-13

**LEGAL DESCRIPTION**

TRACT NUMBERED ONE-B (1-B) OF ALVARADO GARDENS, UNIT NO. 1, AS THE SAME IS SHOWN AND DESIGNATED ON THE PLAT ENTITLED "CORRECTED PLAT OF LOTS 1-A & 1-B OF ALVARADO GARDENS, UNIT NO. 1, CITY OF ALBUQUERQUE, NEW MEXICO, FILED IN THE OFFICE OF THE COUNTY CLERK OF BERNALILLO COUNTY, NEW MEXICO ON SEPTEMBER 17, 1996 IN PLAT BOOK 96C, PAGE 393.

**PURPOSE OF PLAT**

THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE TRACT 1-B INTO 2 LOTS AND GRANT ANY EASEMENTS AS SHOWN.

**GENERAL NOTES**

- 1: UNLESS NOTED, No. 4 REBAR WITH CAP STAMPED P.S.#11463 WERE SET AT ALL PROPERTY CORNERS.
- 2: THIS PLAT SHOWS ALL EASEMENTS OF RECORD.
- 3: TOTAL AREA OF PROPERTY: 0.6034 ACRES.
- 4: BASIS OF BEARINGS IS THE NEW MEXICO STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE, NAD 1983.
- 5: DISTANCES ARE GROUND, BEARINGS ARE GRID.
- 6: BEARINGS AND DISTANCES SHOWN IN PARENTHESIS ARE RECORD.
- 7: DATE OF FIELD WORK: JUNE 1ST, 2017
- 8: NO PROPERTY WITHIN THE AREA OF THIS PLAT SHALL AT ANY TIME BE SUBJECT TO A DEED RESTRICTION, COVENANT, OR BINDING AGREEMENT PROHIBITING SOLAR COLLECTORS FROM BEING INSTALLED ON BUILDINGS OR ERECTED ON LOTS OR PARCELS WITHIN THE AREA OF PROPOSED PLAT
- 9: PLATS USED TO ESTABLISH BOUNDARY.
  - A: PLAT OF ALVARADO GARDENS UNIT NO. 1 FILED: DECEMBER 13TH, 2006 IN VOLUME 2006C, FOLIO 380

**PUBLIC UTILITY EASEMENTS**

**PUBLIC UTILITY EASEMENTS** shown on this plat are granted for the common and joint use of:

- A. **Public Service Company of New Mexico (PNM)**, a New Mexico corporation, (PNM Electric) for installation, maintenance, and service of overhead and underground electrical lines, transformers, and other equipment and related facilities reasonably necessary to provide electrical services.
- B. **New Mexico Gas Company**, for installation, maintenance, and service of natural gas lines, valves and other equipment and facilities reasonably necessary to provide natural gas services.
- C. **QWEST CORPORATION D/B/A CENTURYLINK QC** for the installation, maintenance, and service of such lines, cable, and other related equipment and facilities reasonably necessary to provide communication services.
- D. **Cable TV**, for the installation, maintenance, and service of such lines, cable, and other related equipment and facilities reasonably necessary to provide Cable services.

Included is the right to build, rebuild, construct, reconstruct, locate, relocate, change, remove, replace, modify, renew, operate and maintain facilities for purposes described above, together with free access to, from, and over said easements, with the right and privilege of going upon, over and across adjoining lands of Grantor for the purposes set forth herein and with the right to utilize the right of way and easement to space for electric transformers, with the right and privilege to trim and remove trees, shrubs or bushes which interfere with the purposes set forth herein. No building, sign, pool (aboveground or subsurface), hot tub, concrete or wood pool decking, or other structure shall be erected or constructed on said easements, nor shall any well be drilled or operated thereon. Property owners shall be solely responsible for correcting any violations of National Electrical Safety Code by construction of poles, decking, or any structures adjacent to or near easements shown on this plat. Easements for electric transformer/switchgear, as installed, shall extend ten (10) feet in front of transformer/switchgear doors and five (5) feet on each side.

**Disclaimer:**  
In approving this plat, Public Service Company of New Mexico (PNM), QWEST D/B/A CENTURYLINK and New Mexico Gas Company (NMGCO) did not conduct a title search of the properties shown hereon. Consequently, PNM, QWEST D/B/A CENTURYLINK and NMGCO do not waive or release any easement or easement rights which may have been granted by prior plat, replat or other document and which are not shown on this plat.

**FREE CONSENT**

THE SUBDIVISION HEREON DESCRIBED IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS AND PROPRIETOR THEREOF. SAID OWNER / PROPRIETOR DOES HEREBY GRANT ANY AND ALL EASEMENTS AS MAY BE CREATED BY THIS PLAT. THOSE SIGNING AS OWNERS WARRANT THAT THEY HOLD AMONG THEM COMPLETE AND INDEFEASIBLE TITLE IN FEE SIMPLE TO THE LAND SUBDIVIDED.

\_\_\_\_\_  
DATE

ACKNOWLEDGMENT  
STATE OF NEW MEXICO ) S.S.  
COUNTY OF BERNALILLO )

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME A NOTARY PUBLIC  
THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

BY: \_\_\_\_\_  
OWNERS NAME

MY COMMISSION EXPIRES: \_\_\_\_\_ BY: \_\_\_\_\_  
NOTARY PUBLIC

**PLAT OF  
TRACTS TRACT B-1-A AND TRACT B-1-B  
ALVARADO GARDENS UNIT 1**

WITHIN  
TOWN OF ALBUQUERQUE GRANT  
PROJECTED SECTION 6, TOWNSHIP 10 NORTH, RANGE 3 EAST, N.M.P.M.  
CITY OF ALBUQUERQUE  
BERNALILLO COUNTY, NEW MEXICO  
JULY, 2017

PROJECT NUMBER: \_\_\_\_\_  
APPLICATION NUMBER: \_\_\_\_\_

**UTILITY APPROVALS:**

PUBLIC SERVICE COMPANY OF NEW MEXICO	DATE
NEW MEXICO GAS COMPANY	DATE
QWEST CORPORATION D/B/A CENTURYLINK QC	DATE
COMCAST	DATE

**CITY APPROVALS:**

CITY SURVEYOR	DATE
*REAL PROPERTY DIVISION (CONDITIONAL)	DATE
**ENVIRONMENTAL HEALTH DEPARTMENT (CONDITIONAL)	DATE
TRAFFIC ENGINEERING, TRANSPORTATION DIVISION	DATE
ABCWUA	DATE
PARKS AND RECREATION DEPARTMENT	DATE
AMAFCA	DATE
CITY ENGINEER	DATE
DRB CHAIRPERSON, PLANNING DEPARTMENT	DATE

**SURVEYORS CERTIFICATE**

STATE OF NEW MEXICO ) S.S.  
COUNTY OF BERNALILLO )

I, ANTHONY L. HARRIS, A DULY PROFESSIONAL LICENSED LAND SURVEYOR, UNDER THE LAWS OF THE STATE OF NEW MEXICO, DO HEREBY CERTIFY THAT THE PLAT WAS PREPARED UNDER MY DIRECT SUPERVISION, THAT I AM RESPONSIBLE FOR SAID PLAT AND MEETS THE REQUIREMENTS FOR MONUMENTATION AND SURVEY OF THE ALBUQUERQUE SUBDIVISION ORDINANCE AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AND MEETS THE MINIMUM REQUIREMENTS FOR LAND SURVEYS AS SET FORTH BY THE STATE OF NEW MEXICO.

GIVEN UNDER MY HAND AND SEAL AT ALBUQUERQUE, NEW MEXICO,  
THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017

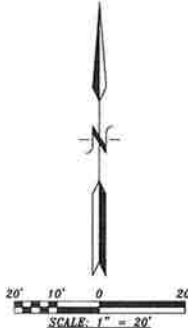
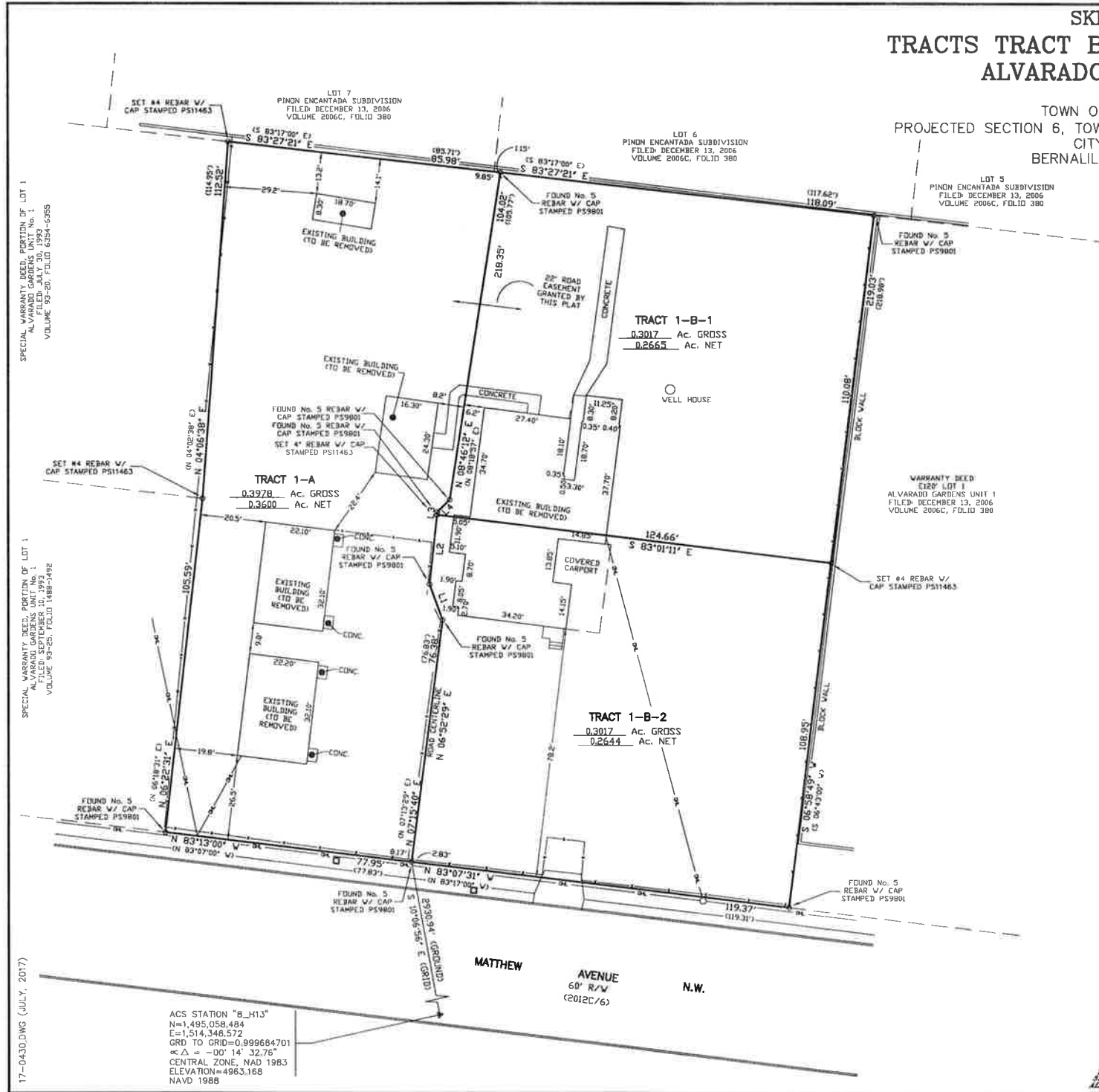
\_\_\_\_\_  
ANTHONY L. HARRIS, P.S. # 11463  
THE SURVEY OFFICE, LLC  
3555 STATE ROUTE 156 N.E.  
ALBUQUERQUE, NEW MEXICO 87106  
PHONE: (505) 998-0303  
FAX: (505) 998-0306

17-0430.DWG (MAY, 2017)

THIS IS TO CERTIFY THAT TAXES ARE CURRENT AND PAID ON  
UPC# \_\_\_\_\_  
PROPERTY OWNER OF RECORD: \_\_\_\_\_  
BERNALILLO CO. TREASURER'S OFFICE: \_\_\_\_\_

# SKETCH PLAT OF TRACTS TRACT B-1-A AND TRACT B-1-B ALVARADO GARDENS UNIT 1

WITHIN  
TOWN OF ALBUQUERQUE GRANT  
PROJECTED SECTION 6, TOWNSHIP 10 NORTH, RANGE 3 EAST, N.M.P.M.  
CITY OF ALBUQUERQUE  
BERNALILLO COUNTY, NEW MEXICO  
JULY, 2017



LINE LENGTH	BEARING
L1 11.97'	N 19°33'57" W
(11.58')	ON 20°23'23" W
L2 21.96'	N 06°08'32" E
	ON 06°11'36" W
L3 0.97'	N 06°08'32" E
	ON 06°11'36" W
L4 5.40'	N 45°17'15" E
(3.46')	ON 47°14'09" E

SPECIAL WARRANTY DEED, PORTION OF LOT 1  
ALVARADO GARDENS UNIT No. 1  
FILED: DECEMBER 13, 2006  
VOLUME 2006C, FOLIO 380

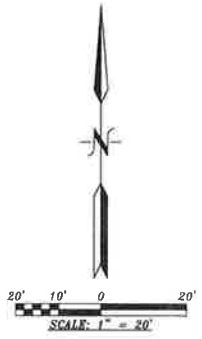
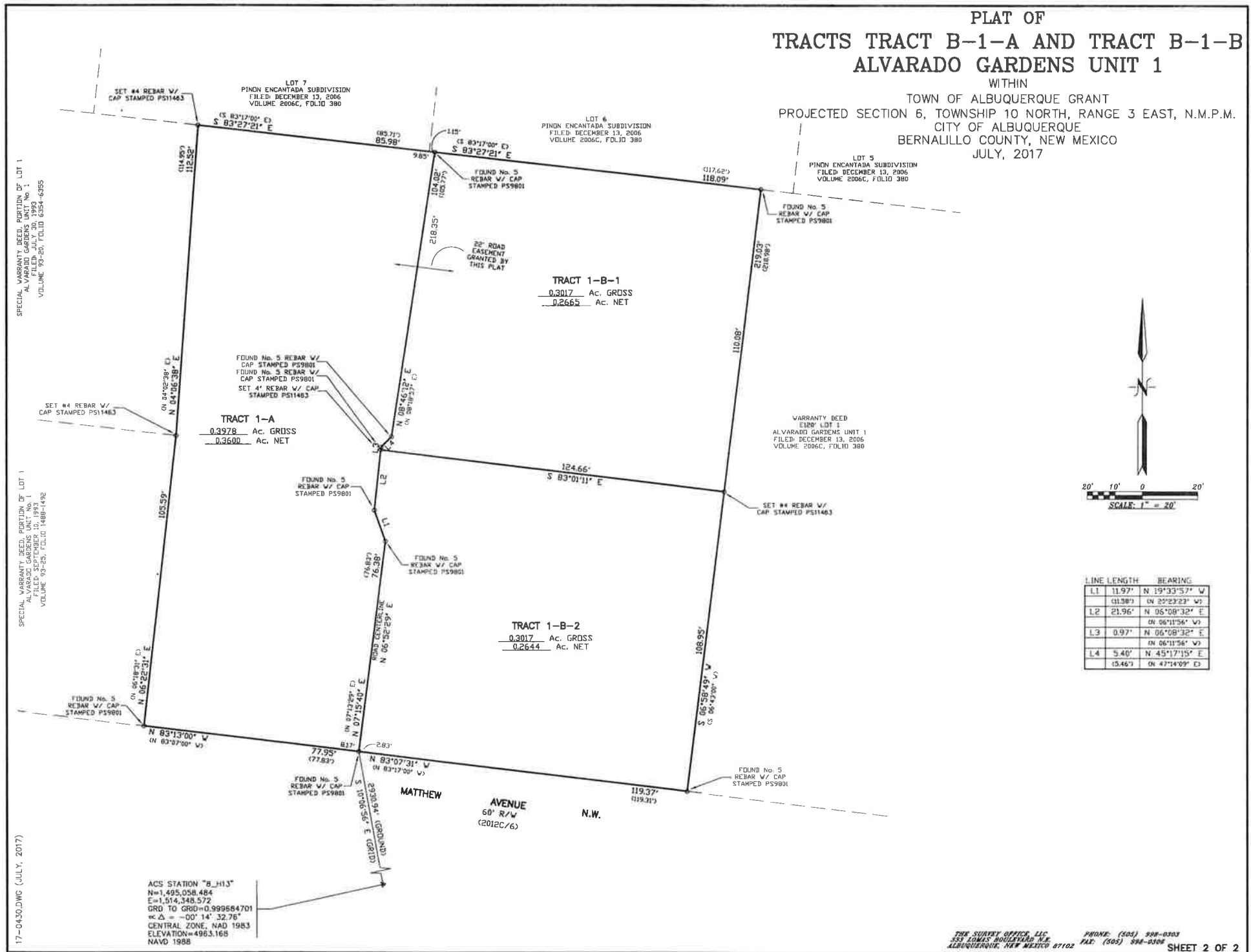
SPECIAL WARRANTY DEED, PORTION OF LOT 1  
ALVARADO GARDENS UNIT No. 1  
FILED: DECEMBER 13, 2006  
VOLUME 2006C, FOLIO 1488-1489

17-0430.DWG (JULY, 2017)

ACS STATION "B\_H13"  
N=1,495,058.484  
E=1,514,346.572  
GRD TO GRID=0.999684701  
α Δ = -00° 14' 32.76"  
CENTRAL ZONE, NAD 1983  
ELEVATION=4963.168  
NAVD 1988

PLAT OF  
TRACTS TRACT B-1-A AND TRACT B-1-B  
ALVARADO GARDENS UNIT 1

WITHIN  
TOWN OF ALBUQUERQUE GRANT  
PROJECTED SECTION 6, TOWNSHIP 10 NORTH, RANGE 3 EAST, N.M.P.M.  
CITY OF ALBUQUERQUE  
BERNALILLO COUNTY, NEW MEXICO  
JULY, 2017



LINE	LENGTH	BEARING
L1	11.97'	N 19°33'57" W
	(11.98')	(N 19°33'57" W)
L2	21.96'	N 06°08'32" E
		(N 06°08'32" E)
L3	0.97'	N 06°08'32" E
		(N 06°08'32" E)
L4	5.40'	N 45°17'15" E
		(N 45°17'15" E)


17-0430.DWG (JULY, 2017)

ACS STATION "B\_H13"  
N=1,495,058.484  
E=1,514,348.572  
GRD TO GRID=0.990564701  
w Δ = -00° 14' 32.76"  
CENTRAL ZONE, NAD 1983  
ELEVATION=4963.168  
NAVD 1988




**SITE**

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



Map amended through: 1/28/2016



Note: Grey Shading Represents Area Outside of the City Limits

Zone Atlas Page:  
**G-13-Z**

Selected Symbols

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

0 750 1,500 Feet