



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

V

P

D

L

A

☐ 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 2nd 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. **(Zipped 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): Design 2 Function, LLC - Nick Pirkl, Agent PHONE: 505-823-6481

ADDRESS: P.O. Box 93368 FAX: _____

CITY: Albuquerque STATE NM ZIP 87199-3368 E-MAIL: nick@d2fllc.com

APPLICANT: Vitality Works - Juno Raby PHONE: 505-268-9950

ADDRESS: 8500 Bluewater RD NW FAX: _____

CITY: Albuquerque STATE NM ZIP 87121 E-MAIL: jraby@vitalityworks.com

Proprietary interest in site: Owner List all owners: _____

DESCRIPTION OF REQUEST: Site Plan for Building permit approval for 35,003 Sq. Ft. warehouse and 572 Sq. Ft. air compressor room addition to existing building.

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 Block: 0 Unit: _____

Subdiv/Addn/TBKA: Atrisco Business Park Unit 2

Existing Zoning: SU-1 Proposed zoning: SU-1 MRGCD Map No _____

Zone Atlas page(s): K-10 UPC Code: 101-005-702-431-420-310

CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX_, Z_, V_, S_, etc.): Z-73-41-2

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): 20

LOCATION OF PROPERTY BY STREETS: On or Near: 8500 Bluewater Rd. NW

Between: Oliver Ross Dr. NW and Unser Blvd NW

Check if project was previously reviewed by: Sketch Plat/Plan ☐ or Pre-application Review Team(PRT) ☒ Review Date: 3/13/18

SIGNATURE _____ DATE _____

(Print Name) Nick Pirkl 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

Hearing date _____

Action

S.F.

Fees

\$ _____
\$ _____
\$ _____
\$ _____
\$ _____
Total
\$ _____

Project #

Staff signature & Date

FORM P(3): SITE DEVELOPMENT 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
 - ___ FORM DRWS Drainage Report, Water & Sewer availability statement filing information
 - ___ 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
 - ___ Grading and Drainage Plan/Drainage Report Submittal to Hydrology*

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 (SC): 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
 - ___ FORM DRWS Drainage Report, Water & Sewer availability statement filing information
 - ___ 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
 - ___ Grading and Drainage Plan/Drainage Report Submittal to Hydrology*

Meetings are approximately 8 DAYS after the Tuesday noon filing deadline. **Bring the original to the meeting. Your attendance is required.**

- ☐ **AMEND SITE DEVELOPMENT PLAN FOR BUILDING PERMIT (DRB01)** **Maximum Size: 24" x 36"**
- ☐ **AMEND 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, EPC-APPROVED SDP FOR BUILDING PERMIT (DRB05)** **Maximum Size: 24" x 36"**
- ☐ **FINAL SIGN-OFF, EPC-APPROVED SDP FOR SUBDIVISION (DRB06)** **Maximum Size: 24" x 36"**
 - ___ 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
 - ___ FORM DRWS Drainage Report, Water & Sewer availability statement filing information
 - ___ 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
 - ___ Grading and Drainage Plan/Drainage Report Submittal to Hydrology

***(Grading and Drainage Plan/Drainage Report must be submitted be to Hydrology prior to DRB application submittal. Grading and Drainage plans may have to be approved prior to DRB approval.)**

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.

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 #
