



### 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  
☐ 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)

#### 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): Alpha Pro Surveying LLC PHONE: 505-892-1076

ADDRESS: 1436 32nd Circle SE FAX: \_\_\_\_\_

CITY: Rio Rancho STATE NM ZIP 87124 E-MAIL: gary@alphaprosurveying.com

APPLICANT: Bradley and Lisa Justice PHONE: 505-449-7872

ADDRESS: 10128 Avenida Vista Cerros NW FAX: \_\_\_\_\_

CITY: Albuquerque STATE NM ZIP 87114 E-MAIL: darjustice@gmail.com

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

DESCRIPTION OF REQUEST: Lot line Adjustment plat

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. Lots 6-A & 7-A Block: 9 Unit: 18

Subdiv/Addn/TBKA: Volcano Cliffs Subdivision

Existing Zoning: SU-2/VCLL Proposed zoning: \_\_\_\_\_ MRGCD Map No \_\_\_\_\_

Zone Atlas page(s): D-10 UPC Code: 1-010-063-241-289-101-45, 1-010-063-242-280-101-47

#### CASE HISTORY:

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

Project 1010588 Project 1011608

#### CASE INFORMATION:

Within city limits? ☐ Yes Within 1000FT of a landfill? ☐ No

No. of existing lots: 2 No. of proposed lots: 2 Total site area (acres): 1.4187 Ac

LOCATION OF PROPERTY BY STREETS: On or Near: Aguila Street NW

Between: Papaguyo Rd. NW and Petirrojo NW

Check if project was previously reviewed by Sketch Plat/Plan ☒ or Pre-application Review Team(PRT) ☐ Review Date: May 2, 2018

SIGNATURE Gary E. Gritsko DATE May 8, 2018

(Print Name) Gary E. Gritsko 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

\_\_\_\_\_  
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Action

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S.F.

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Fees

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

Total

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

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
- 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
- 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.

Gary Gritsko  
Applicant name (print)  
Gary E. Gritsko 5/8/18  
Applicant signature / date



Form revised January 2018

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

Planner signature / date  
Project #

**Alpha Pro Surveying LLC**  
**1436 32<sup>nd</sup> Circle SE**  
**Rio Rancho, New Mexico 87124**  
**Office (505) 892-1076 mobile: 259-2003**  
**Email: gary@alphaprosurveying.com**

May 8, 2018

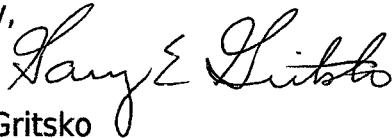
City of Albuquerque  
Development Review Board  
Plaza del Sol  
600 Second Street NW  
Albuquerque, NM 87102

REF: Lots 6-A & 7-A, Block 9, Unit 18 Volcano Cliffs Subdivision,

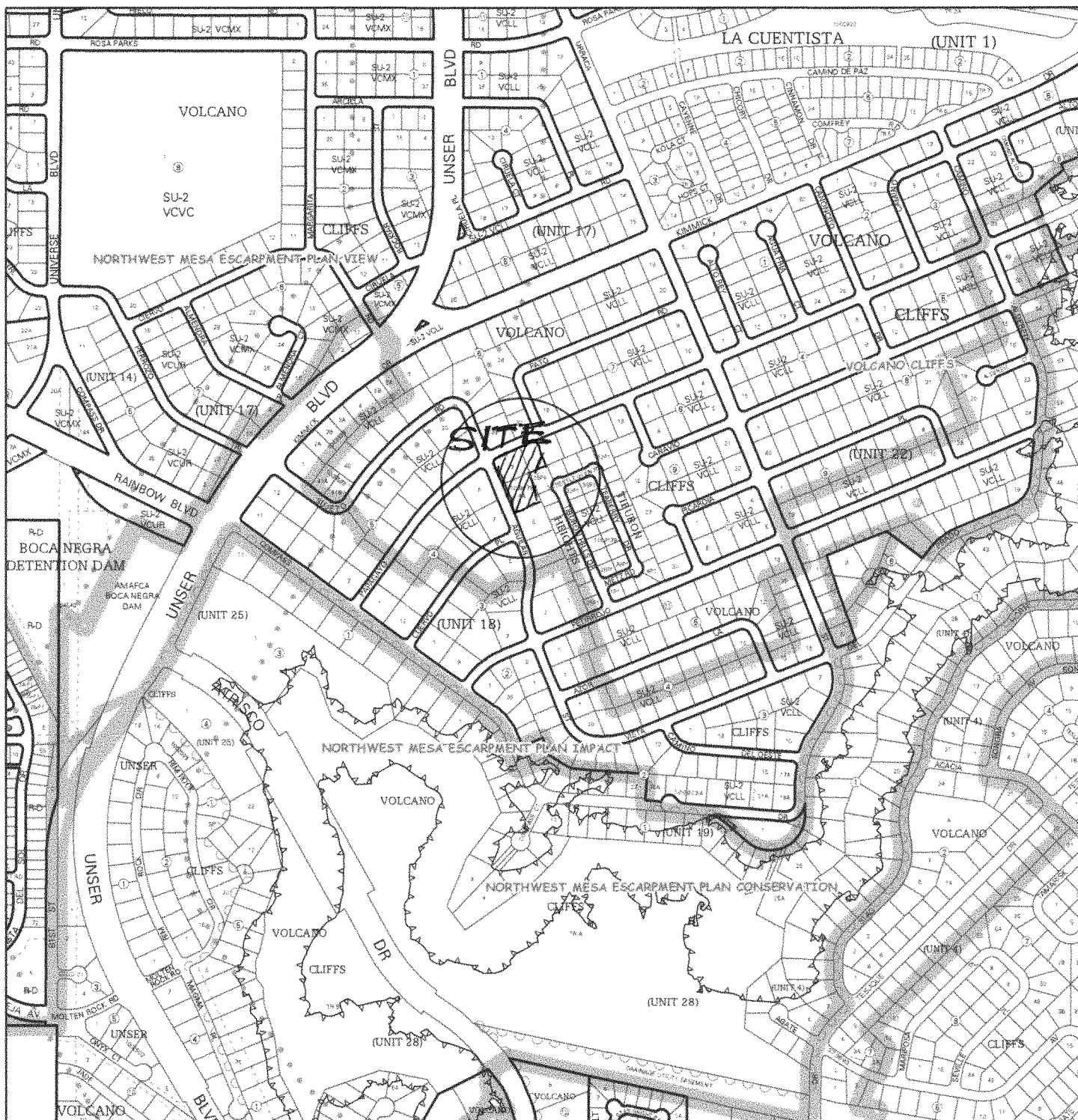
The applicant requests DRB approval to adjust the lot line between two existing lots into two new lots. The property is currently zoned is SU-2 VCLL. Copies of the proposed plat and other required materials are included with this application.

Property included with this request:  
Lots 6-A & 7-A, Block 9, Unit 18, Volcano Cliffs Subdivision  
Zone Atlas Page: D-10  
UPC # 1-010-063-242-289-101-45, 1-010-063-242-280-101-47  
Owners: Bradley & Lisa Justice

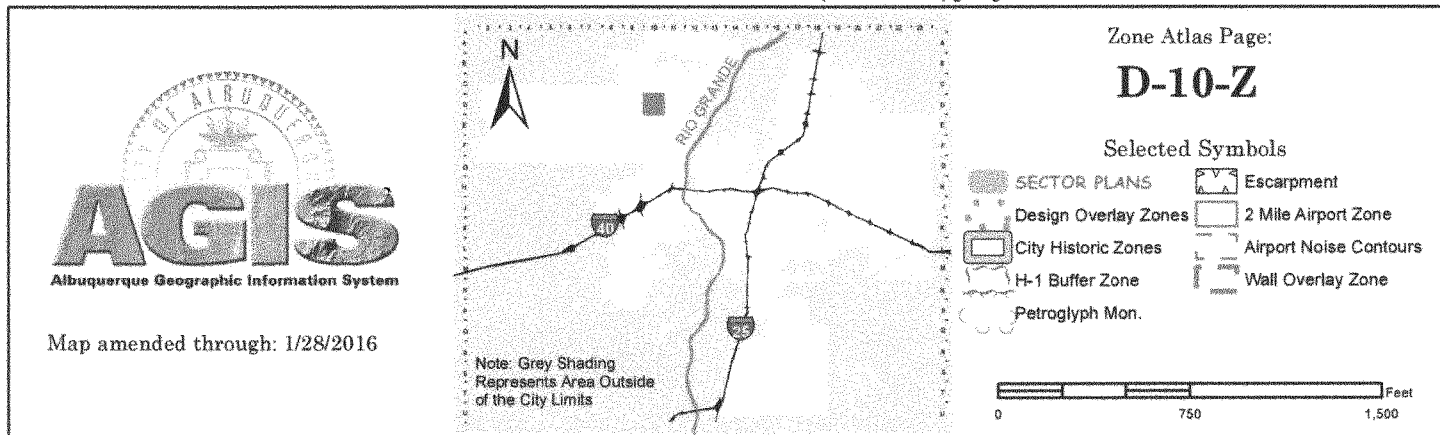
Sincerely,



Gary E. Gritsko  
NMPS No. 8686



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



**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: LOTS 6-A-1 + 7-A-1, Bk 9, UNIT 18 VOLCANO CLIFFS

AGIS MAP # D-10

LEGAL DESCRIPTIONS: LOTS 6-A + 7-A, Bk 9, UNIT 18  
VOLCANO CLIFFS SUBDIVISION

NA **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 NA (date).

[Signature]  
Applicant/Agent

5/02/2018  
Date

[Signature]  
Hydrology Division Representative

5/2/2018  
Date

NA **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 NA (date).

[Signature]  
Applicant/Agent

5/02/2018  
Date

[Signature]  
Utilities Division Representative

5/2/18  
Date

PROJECT # 1010588

PAPAGAYO ROAD N.W.  
50' PUBLIC R.O.W.

