



Please check the appropriate box and refer to supplemental forms for submittal requirements. All fees must be paid at the time of application.

Administrative Decisions	<input type="checkbox"/> Historic Certificate of Appropriateness – Major (Form L)	<input type="checkbox"/> Wireless Telecommunications Facility Waiver (Form W2)
<input type="checkbox"/> Archaeological Certificate (Form P3)	<input type="checkbox"/> Historic Design Standards and Guidelines (Form L)	Policy Decisions
<input type="checkbox"/> Historic Certificate of Appropriateness – Minor (Form L)	<input type="checkbox"/> Master Development Plan (Form P1)	<input type="checkbox"/> Adoption or Amendment of Comprehensive Plan or Facility Plan (Form Z)
<input type="checkbox"/> Alternative Signage Plan (Form P3)	<input type="checkbox"/> Site Plan – EPC including any Variances – EPC (Form P1)	<input type="checkbox"/> Adoption or Amendment of Historic Designation (Form L)
<input type="checkbox"/> WTF Approval (Form W1)	<input type="checkbox"/> Site Plan – DRB (Form P2)	<input type="checkbox"/> Amendment of IDO Text (Form Z)
<input checked="" type="checkbox"/> Minor Amendment to Site Plan (Form P3)	<input type="checkbox"/> Subdivision of Land – Minor (Form S2)	<input type="checkbox"/> Annexation of Land (Form Z)
Decisions Requiring a Public Meeting or Hearing	<input type="checkbox"/> Subdivision of Land – Major (Form S1)	<input type="checkbox"/> Amendment to Zoning Map – EPC (Form Z)
<input type="checkbox"/> Conditional Use Approval (Form ZHE)	<input type="checkbox"/> Vacation of Easement or Right-of-way (Form V)	<input type="checkbox"/> Amendment to Zoning Map – Council (Form Z)
<input type="checkbox"/> Demolition Outside of HPO (Form L)	<input type="checkbox"/> Variance – DRB (Form V)	Appeals
<input type="checkbox"/> Expansion of Nonconforming Use or Structure (Form ZHE)	<input type="checkbox"/> Variance – ZHE (Form ZHE)	<input type="checkbox"/> Decision by EPC, LC, DRB, ZHE, or City Staff (Form A)

APPLICATION INFORMATION		
Applicant: Montgomery Plaza Partners, LLC		Phone: 505.346.0023
Address: 100 Sun AVE NE Suite 100		Email: sgoodman@goodmanrealty.com
City: Albuquerque	State: NM	Zip: 87109
Professional/Agent (if any): Modulus Architects, Inc.		Phone: (505) 338-1499
Address: 100 Sun Ave NE. Suite 600		Email: awilliamson@modulusarchitects.com
City: Albuquerque	State: NM	Zip: 87109
Proprietary Interest in Site: Agent	List <u>all</u> owners: Montgomery Plaza Partners, LLC	

BRIEF DESCRIPTION OF REQUEST
Amend an approved DRB Site Plan to modify the site layout and modify the existing elevations.

SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)		
Lot or Tract No.: D1A	Block:	Unit:
Subdivision/Addition: MONTGOMERY PLAZA	MRGCD Map No.:	UPC Code: 101706148406140114
Zone Atlas Page(s): F-17-Z	Existing Zoning: MX-M	Proposed Zoning: N/A
# of Existing Lots: 1	# of Proposed Lots: 1	Total Area of Site (acres): +/- 16.7682 acres

LOCATION OF PROPERTY BY STREETS		
Site Address/Street: 5001 MONTGOMERY BLVD NE	Between: MONTGOMERY BLVD NE	and: SAN MATEO BLVD NE

CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)
PR-2020-003287, 1000736, SI-2020-00015

Signature: <i>Regina Okoye</i>	Date: 8/31/2021
Printed Name: Regina Okoye	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent

FOR OFFICIAL USE ONLY		
Case Numbers	Action	Fees
SI-2021-01440	AA	
-		
-		
Meeting/Hearing Date:	Fee Total:	
Staff Signature:	Date:	Project # PR-2020-003287

FORM P3: ADMINISTRATIVE DECISIONS AND MINOR AMENDMENTS

A single PDF file of the complete application including all plans and documents being submitted must be emailed to PLNDRS@cabq.gov prior to making a submittal. Zipped files or those over 9 MB cannot be delivered via email, in which case the PDF must be provided on a CD.

INFORMATION REQUIRED FOR ALL ADMINISTRATIVE DECISIONS OR AMENDMENTS

- Letter of authorization from the property owner if application is submitted by an agent
- Zone Atlas map with the entire site clearly outlined and labeled

ARCHEOLOGICAL CERTIFICATE

- Archaeological Compliance Documentation Form with property information section completed
- Only the information above is required unless the City Archaeologist determines that the application does not qualify for a Certificate of No Effect, in which case a treatment plan prepared by a qualified archaeologist that adequately mitigates any archeological impacts of the proposed development must be submitted and reviewed for a Certificate of Approval per the criteria in IDO Section 14-16-6-5(A)(3)(b)

MINOR AMENDMENT TO SITE PLAN – ADMIN, EPC, or DRB

- Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-4(X)(2)
- Three (3) copies of all applicable sheets of the approved Site Plan being amended, folded
- Copy of the Official Notice of Decision associated with the prior approval
- Three (3) copies of the proposed Site Plan, with changes circled and noted
Refer to the Site Plan Checklist for information needed on the proposed Site Plan.

Minor Amendments must be within the thresholds established in IDO TABLE 6-4-5. Any amendment beyond these thresholds is considered a Major Amendment and must be processed through the original decision-making body for the request.


MINOR AMENDMENT TO SITE DEVELOPMENT PLAN APPROVED PRIOR TO THE EFFECTIVE DATE OF THE IDO

- Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-4(Y)(1)(a)
- Three (3) copies of all applicable sheets of the approved Site Development Plan being amended, folded
- Copy of the Official Notice of Decision associated with the prior approval
- Three (3) copies of the proposed Site Development Plan, with changes circled and noted
Refer to the Site Plan Checklist for information needed on the proposed Site Plan.

Minor Amendments must be within the thresholds established in IDO TABLE 6-4-5. Any amendment beyond these thresholds is considered a Major Amendment and must be processed through the original decision-making body for the request.

ALTERNATIVE SIGNAGE PLAN

- Proposed Alternative Signage Plan compliant with IDO Section 14-16-5-12(F)(5)
- Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-5(F)(4)(c)
- Required notices with content per IDO Section 14-16-6-4(K)(6)
- Office of Neighborhood Coordination notice inquiry response and proof of emailed notice to affected Neighborhood Association representatives
- Sign Posting Agreement

<i>I, the applicant or agent, acknowledge that if any required information is not submitted with this application, the application will not be scheduled for a public meeting or hearing, if required, or otherwise processed until it is complete.</i>		
Signature: <i>Regina Okoye</i>	Date: 8/31/2021	
Printed Name: Regina Okoye	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent	
FOR OFFICIAL USE ONLY		
Project Number: PR-2020-003287	Case Numbers SI-2021-01440	
	-	
	-	
Staff Signature:		
Date:		



August 30, 2021

James Aranda
Current Planning Department Director
City of Albuquerque Planning Department
600 2nd Street NW,
Albuquerque, NM 87102

**RE: PROJECT – 5001 MONTGOMERY BLVD NE, NW CORNOR OF
MONTGOMERY BLVD & SAN MATEO BLVD NE (MONTGOMERY PLAZA) –
ALBUQUERQUE, NM. 87109**

FILE: Z-87-93

ADMINISTRATIVE AMENDMENT TO SITE PLAN FOR BUILDING PERMIT

Dear Mr. Aranda,

Modulus Architects, Inc., hereafter referred to as “Agent” for the purpose of this request, represents Montgomery Plaza Partners, LLC., hereafter referred to as “Applicant.” We, “Agent” are requesting approval for this submittal to amend the approved Site Plan to modify the site layout nad amend the existing elevations. The site is located 5001 Montgomery BLVD NE, Albuquerque NM 87109. The parcel (the “subject site”) is 16.77 acres in size, zoned MX-M and is located on the northwest corner of Montgomery BLVD & San Mateo Blvd NE.

The subject site is fully constructed and the proposed redevelopment will consist of Burlington, TJ Maxx and Aarons. At this time, we are requesting an Administrative Amendment to the approved Site Development Plan that was approved through the Enviromental Planning Commision (File: Z-87-93) in 1987. This submittal addresses a proposed Administrative Amendment (AA) for Lot D1A. The proposed changes to the site have been outlined below. All changes meet the IDO and the DPM standards. This minor amendment request falls within the thresholds established in IDO Table 6-4-5.

This improvement will help with revitalizing this shopping center and bring more choice retail option to the community. The development of this site will bring more convenient businesses to the community, while responding to market demands.



Our submittal includes the original approved plans, the amended Site Development Plan and the amended Elevations. The minor changes are listed below. Changes to the overall Site Development Plan package are identified in the AA drawings via bubbled areas.

Site Development Plan:

1. There have been 6 parking spaces added to the front of the three proposed new retail spaces.
2. Parking Calculation – We have not created a deficiency in the parking requirements and that is demonstrated on the Site Plan (Site Data Table). We are providing more parking spaces and handicapped spaces than the original approval and not deducting any.

Elevation Plan:

1. The elevations have been modified from the existing single tenant to 3 tenants. There is an existing Burlington shown on the elevation and we are proposing to change it to Burlington, TJMaxx and Aarons.

I look forward to reviewing our submittal with you. If you have any additional questions regarding this submittal please feel free to contact me directly at (505) 338-1499 or email at: rokoye@modulusarchitects.com

Best Regards,

**REGINA OKOYE, ENTITLEMENTS PROJECT MANAGER
MODULUS ARCHITECTS & LAND USE PLANNING, INC.**

100 Sun Avenue NE, Suite 600
Albuquerque, NM 87109
Office 505.338.1499 (Ext. 1003)
Mobile + Text 505.267.7686

City of Albuquerque
600 2nd Street NW
Albuquerque, NM 87102

Re: Agent Authorization Notice – 5001 Montgomery BLVD NE, Albuquerque NM 87109

To Whom It May Concern,

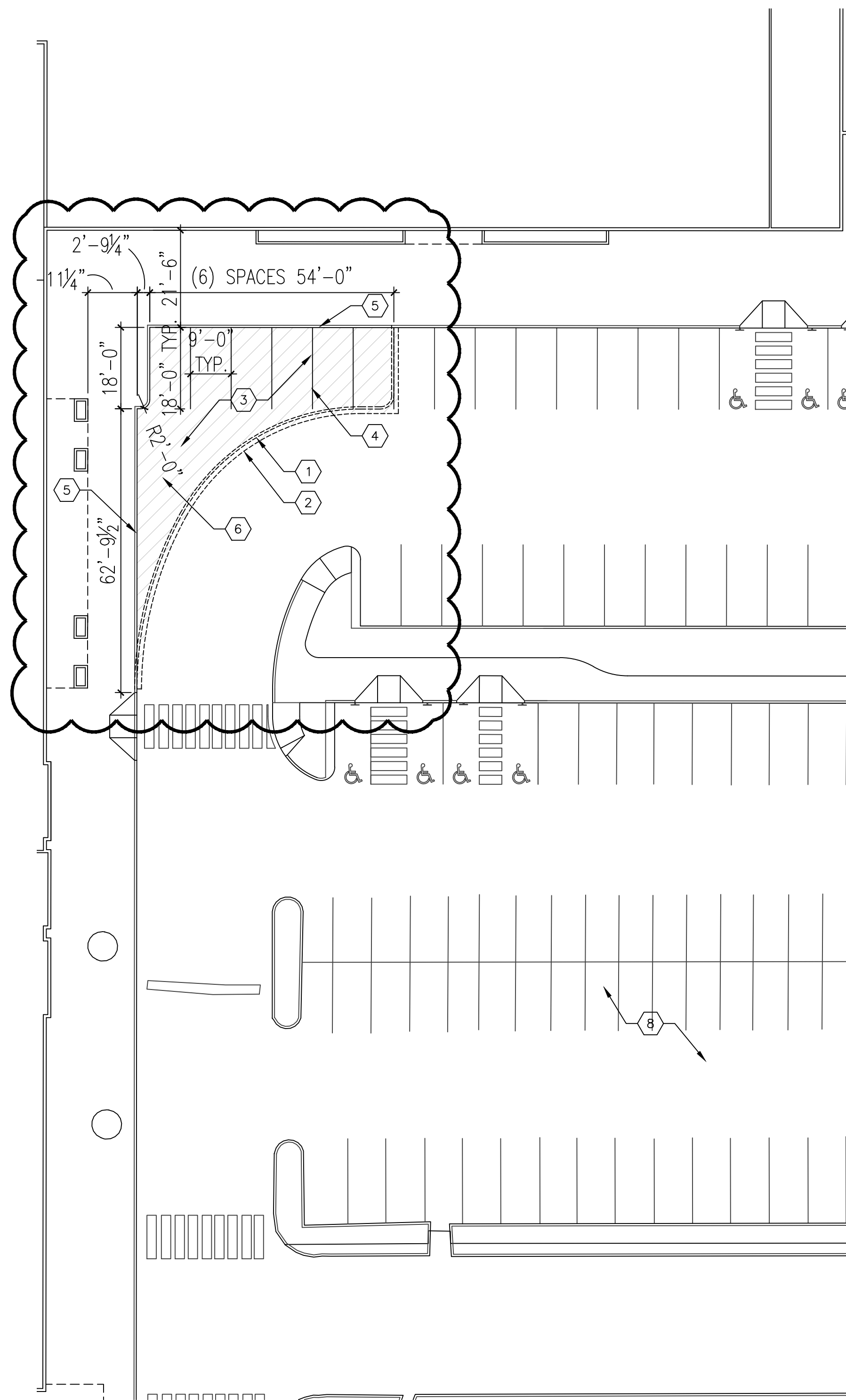
Montgomery Plaza Partners LLC c/o Scott Goodman, hereby authorizes Angela Williamson, CEO with Modulus Architects to perform as the Agent of Record with the City of Albuquerque. This Agent Authorization is for the property located at: 5001 Montgomery BLVD NE, Albuquerque NM 87109 legally described as:

TR D-1-A PLAT OF TRS D-1-A & D-1-B MONTGOMERY PLAZA (BEING A REPL OF TR D-1 MONTGOMERY PLAZA) CONT 16.7682 AC.

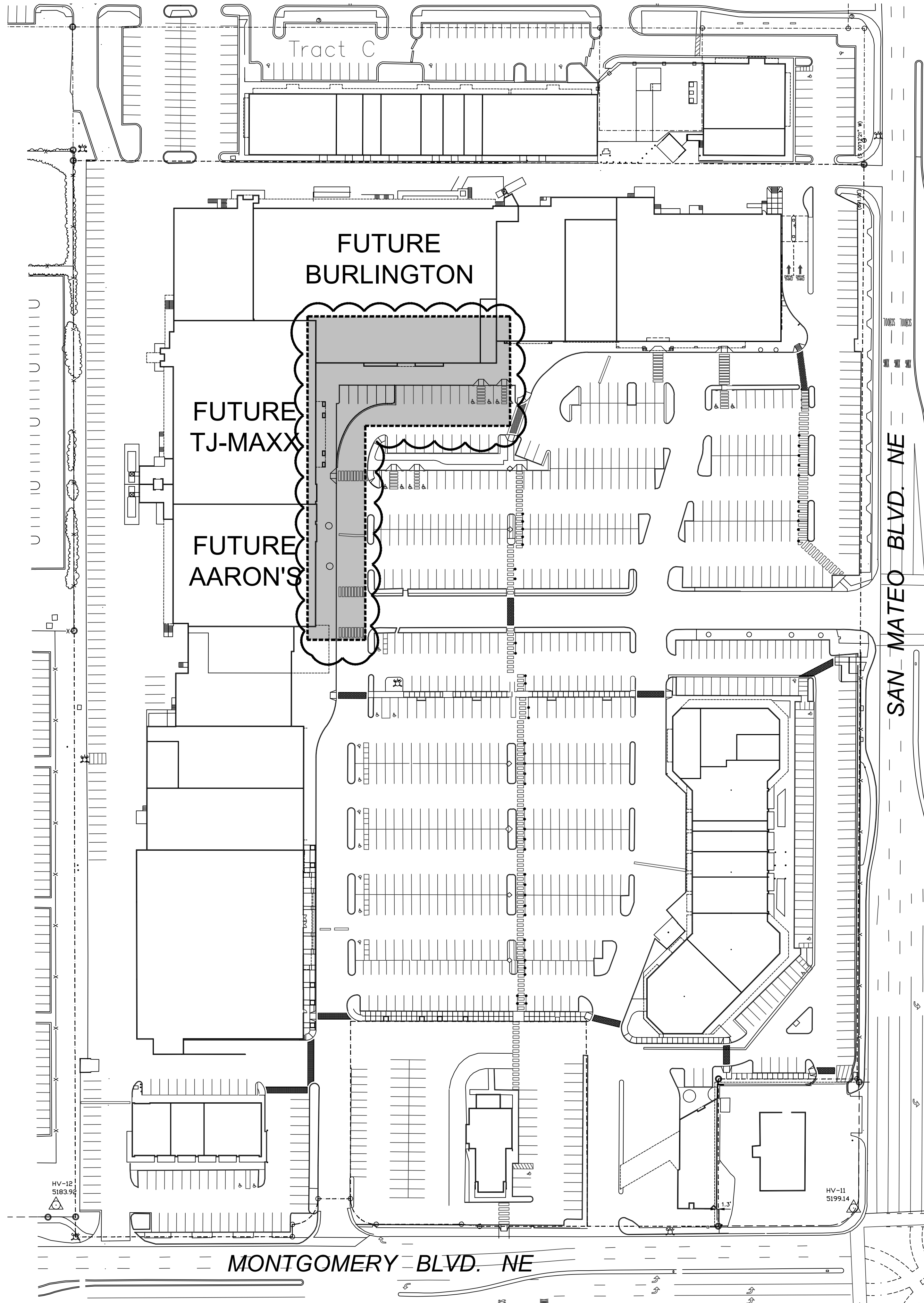
This authorization is valid until further written notice from Montgomery Plaza Partners LLC c/o Scott Goodman or Angela Williamson, CEO with Modulus Architects (Agent). Please direct all correspondence and communication to our Agent for the purpose of this request for this Administrative Amendment.

Sincerely,

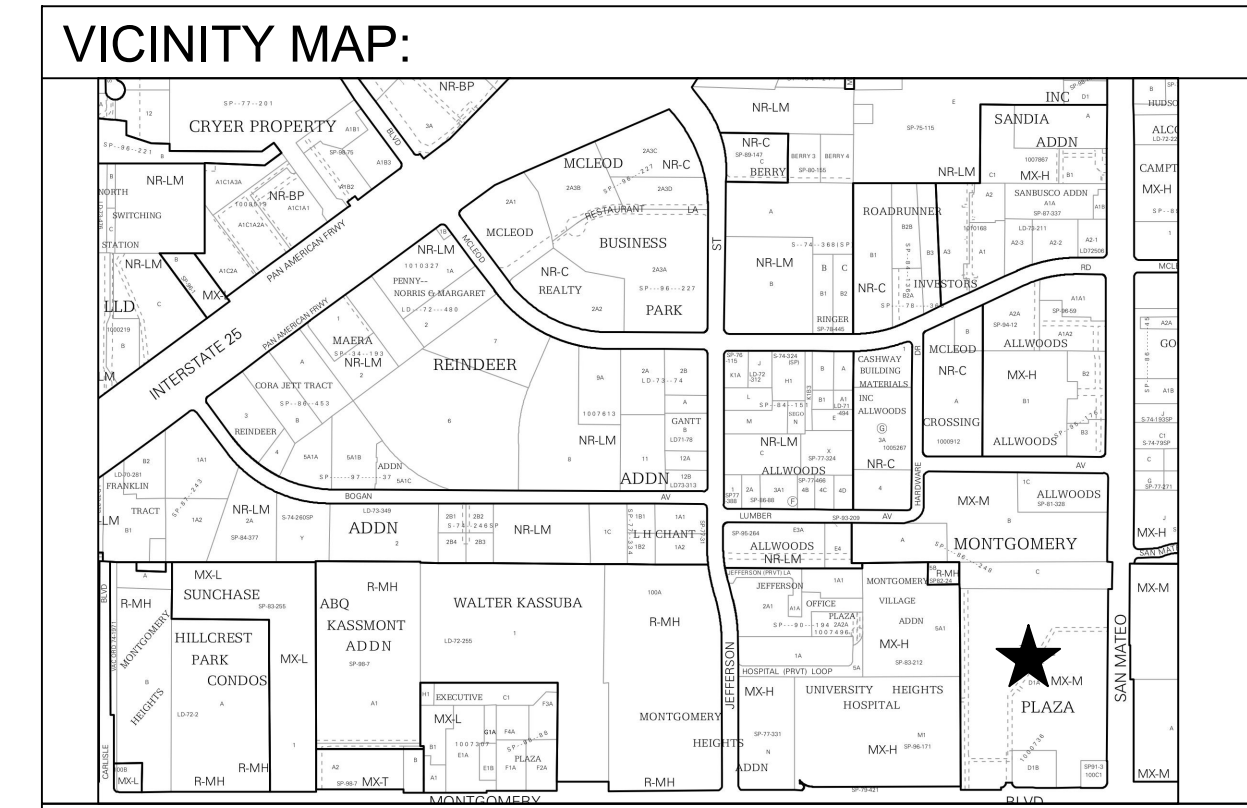
Scott Goodman
Montgomery Plaza Partners, LLC
c/o Scott Goodman
100 Sun AVE NE Suite 100
Albuquerque, NM 87109
sgoodman@goodmanrealty.com



2 ENLARGED SITE PLAN
SCALE: 1" = 20'
PLAN NORTH



1 SITE PLAN
SCALE: 1" = 60'
0' 30' 60' 120'
PLAN NORTH



SITE DATA:

PROJECT ADDRESS: 5100 MONTGOMERY BLVD. NE

LEGAL DESCRIPTION: TRACT D-1-A OF TRACTS D-1-A & D-1-B MONTGOMERY PLAZA

PROPERTY SIZE: 16.77 ACRES

CURRENT ZONING: MX-M (MODERATE INTENSITY)

PROPOSED USE: COMMERCIAL RETAIL

TOTAL BUILDING SIZE: 191,200 SF

TOTAL RENOVATION AREA: 73,060 SF

GENERAL NOTES

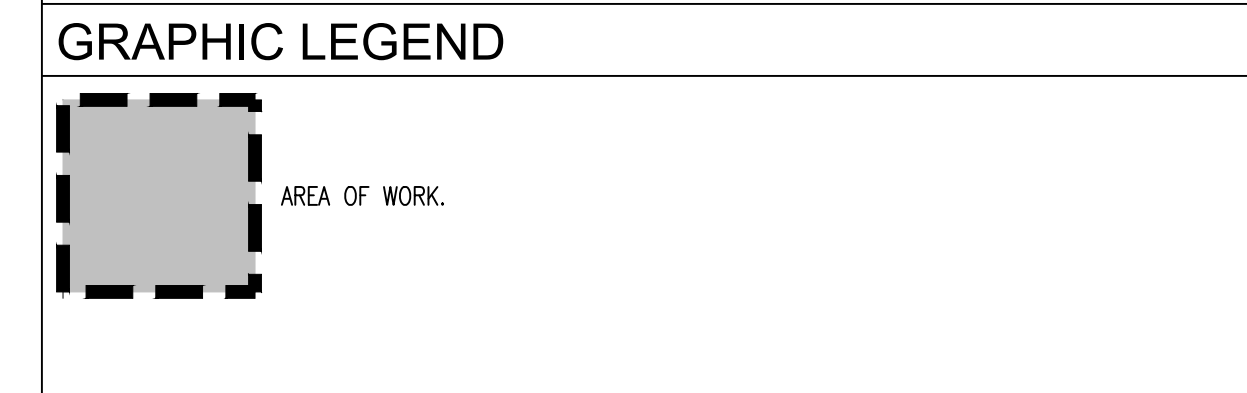
A. ALL SIGNS ARE TO BE PERMITTED SEPARATELY.

PARKING REQUIREMENTS

MONTGOMERY PLAZA USE(S)	SQ. FT.	REQUIRED RATIO	TOTAL PARKING REQ'D	TOTAL PARKING PROVIDED
A - SHOPS	27,022	4 SPACES/1,000 SQ.FT. GFA	108	
B - COMMERCIAL	6,722	4 SPACES/1,000 SQ.FT. GFA	28	
C - BANK	3,672	3 SPACES/1,000 SQ.FT. GFA	10	
D - RESTAURANT	2,979	8 SPACES/1,000 SQ.FT. GFA	24	
E - RETAIL	140,108	4 SPACES/1,000 SQ.FT. GFA	560	
F - LOWER LEVEL STORAGE*	51,092	1 SPACES/3,000 SQ.FT. GFA	17	
TOTAL SQUARE FOOTAGE	231,550		747	1,123

* LOWER LEVEL STORAGE IS NON-LEASABLE SPACE

- KEYED NOTES**
- DEMOLISH EXISTING CURB AND GUTTER.
 - SAW CUT EXISTING ASPHALT 12" FROM EXISTING CURB.
 - DEMOLISH EXISTING CONC. SIDEWALK; SAW CUT SIDEWALK AT FUTURE CURB.
 - STRIPES FOR STANDARD PARKING STALL.
 - NEW CONC. CURB, MATCH EXISTING CURB HEIGHT AND WIDTH.
 - ASPHALT AND BASE COMPOSITE TO MATCH EXISTING.



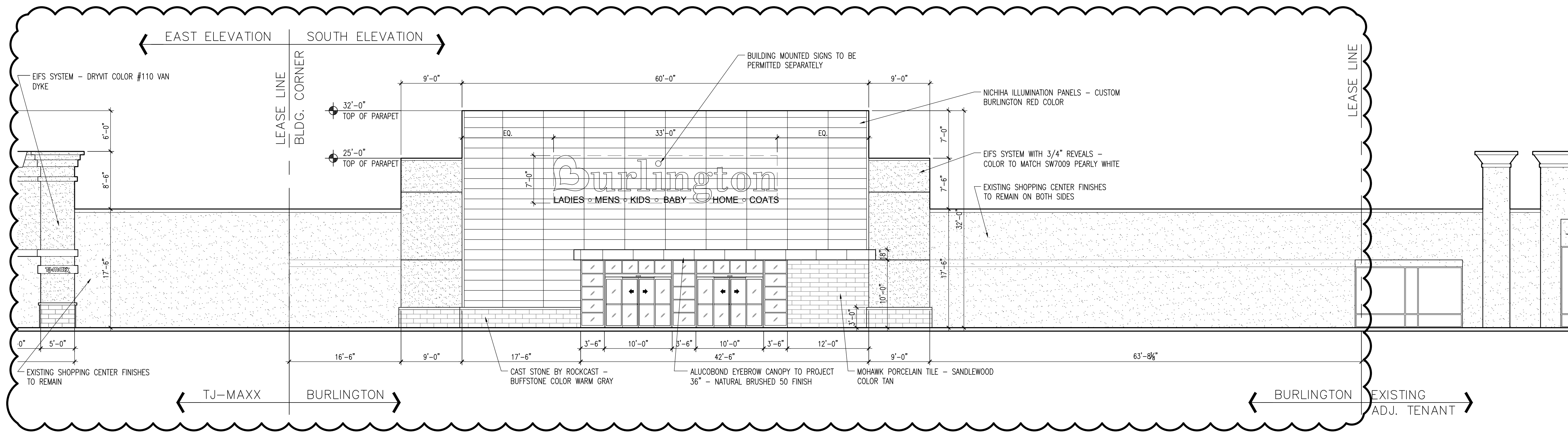
REV	DATE	BY	REVISION

MODULUS ARCHITECTS
100 SUN AVENUE NE SUITE 600
ALBUQUERQUE, NEW MEXICO 87109
PHONE (505) 338-1499 FAX (505) 338-1498

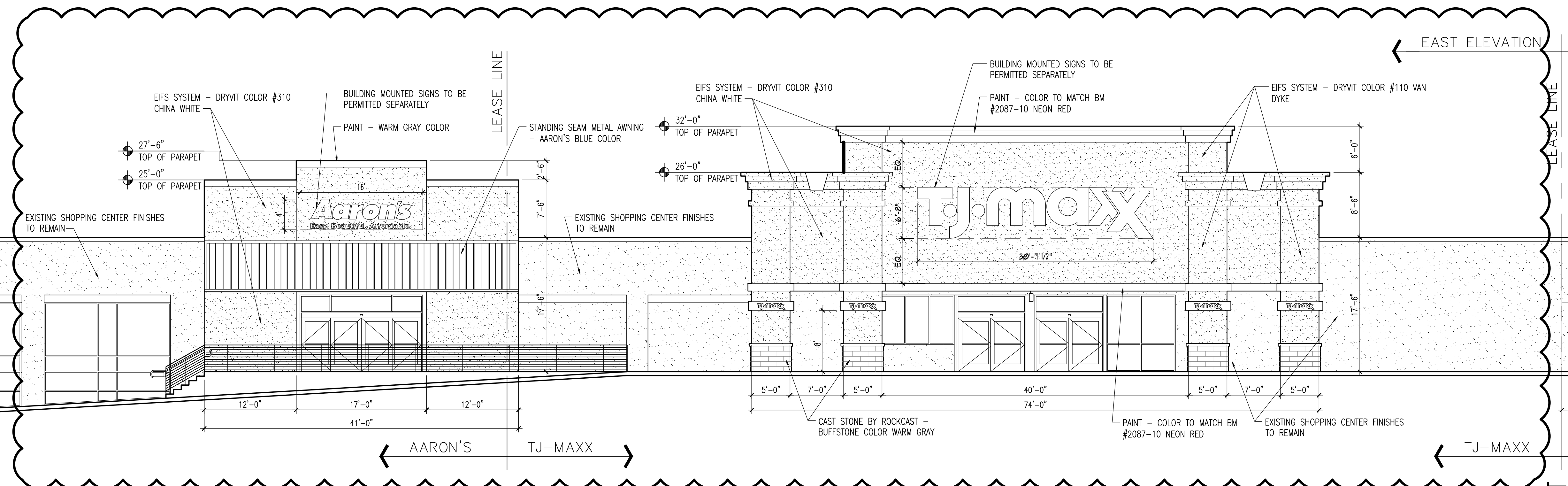
**PRELIMINARY
NOT FOR
CONSTRUCTION**

ADMINISTRATIVE AMENDMENT

PROJECT TITLE MONTGOMERY PLAZA 5000 MONTGOMERY BLVD. NE ALBUQUERQUE, NEW MEXICO 87109	DRAWN BY: CDC
PROJECT MANAGER STEPHEN DUNBAR, AIA	JOB NO. ..
SHEET TITLE SITE PLANS	
DATE 08/21/2021	SHEET SP01
SCALE AS NOTED	



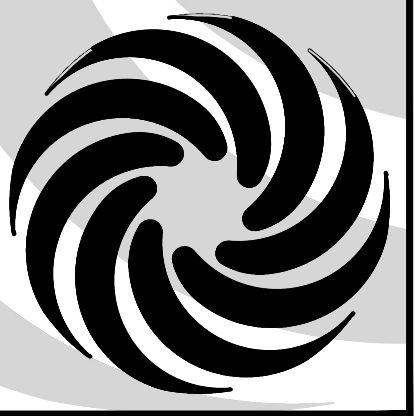
1 PARTIAL SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



2 PARTIAL EAST ELEVATION
SCALE: 1/8" = 1'-0"

REV	DATE	BY	REVISION
▲			
▲			
▲			
▲			
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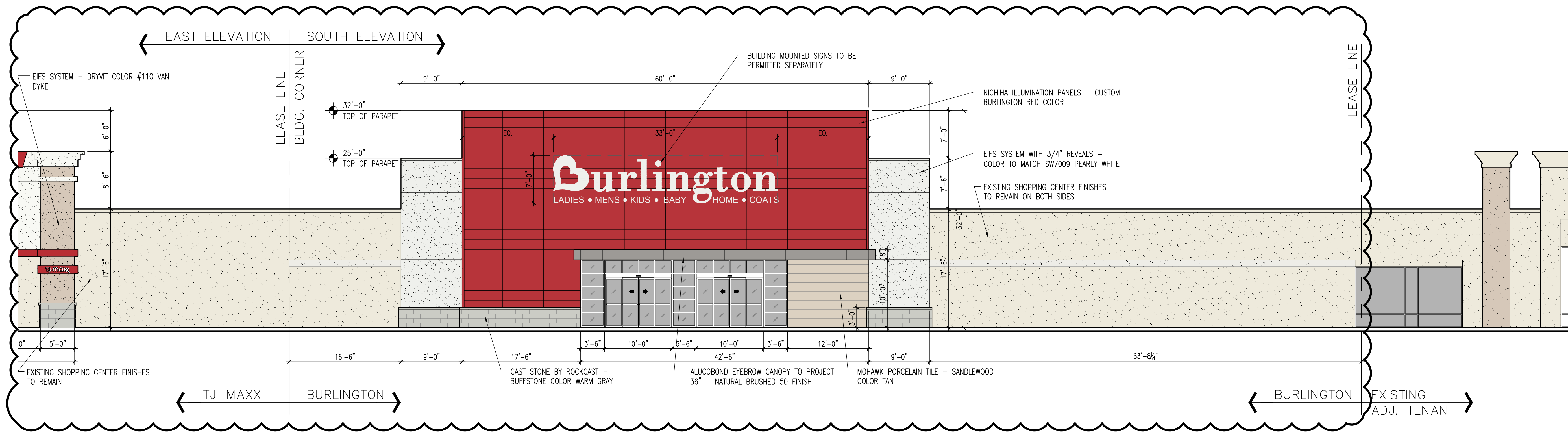
MODULUS ARCHITECTS
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 ALBUQUERQUE, NEW MEXICO 87109
 PHONE (505) 338-1499 FAX (505) 338-1498



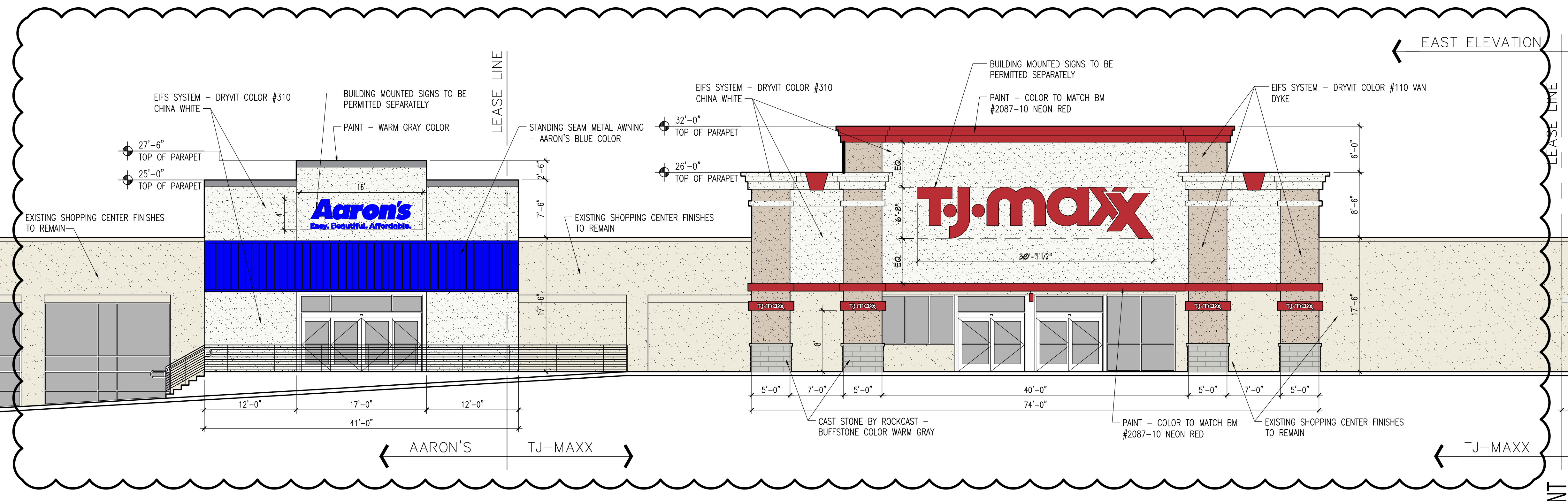
PRELIMINARY
NOT FOR
CONSTRUCTION

PROJECT TITLE MONTGOMERY PLAZA 5000 MONTGOMERY BLVD. NE ALBUQUERQUE, NEW MEXICO 87109		DRAWN BY: CDC	
PROJECT MANAGER STEPHEN DUNBAR, AIA		JOB NO. ...	
SHEET TITLE EXTERIOR ELEVATIONS		DATE 08/21/2021	
SCALE AS NOTED		SHEET NO. 101	

ADMINISTRATIVE AMENDMENT



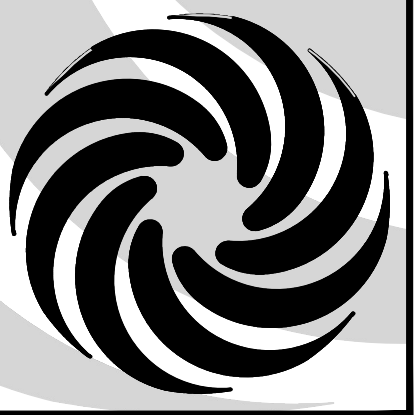
1 PARTIAL SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



2 PARTIAL EAST ELEVATION
SCALE: 1/8" = 1'-0"

REV	DATE	BY	REVISION
1			
2			
3			
4			
5			

MODULUS ARCHITECTS
 100 SUN AVENUE NE SUITE 600
 ALBUQUERQUE, NEW MEXICO 87109
 PHONE (505) 338-1499 FAX (505) 338-1498



PRELIMINARY
NOT FOR
CONSTRUCTION

PROJECT TITLE MONTGOMERY PLAZA 5000 MONTGOMERY BLVD. NE ALBUQUERQUE, NEW MEXICO 87109		DRAWN BY: CDC	
PROJECT MANAGER STEPHEN DUNBAR, AIA		JOB NO. ..	
SHEET TITLE EXTERIOR ELEVATIONS		DATE 08/21/2021	
SCALE AS NOTED		SHEET NO. 11	

ADMINISTRATIVE AMENDMENT



CITY OF ALBUQUERQUE INVOICE

REGINA OKOYE

100 SUN AVE

Reference NO: SI-2021-01440

Customer NO: CU-104474351

Date	Description	Amount
9/02/21	2% Technology Fee	\$1.00
9/02/21	Application Fee	\$50.00

Due Date: **9/02/21**

Total due for this invoice:

\$51.00

Options to pay your Invoice:

1. Online with a credit card: <http://posse.cabq.gov/posse/pub/lms/Default.aspx>
2. In person: Plaza Del Sol, 600 2nd St. NW, Albuquerque, NM 87102

PLEASE RETURN THE BOTTOM PORTION OF THIS INVOICE NOTICE WITH PAYMENT



City of Albuquerque
PO Box 1293
Albuquerque, NM 87103

Date: 9/02/21
Amount Due: **\$51.00**
Reference NO: SI-2021-01440
Payment Code: 130
Customer NO: CU-104474351

REGINA OKOYE
100 SUN AVE
ALBUQUERQUE, NM 87107



130 0000SI20210144000099355114371226100000000000005100CU104474351

REFERENCE

PROJECT# - 2020-003287

CASE# - SI-2021-01440

FOR ALL DOCUMENTATION

(FINAL SIGN OFF IS STAMPED INCORRECTLY – SI-2021-01444)