



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	Decisions Requiring a Public Meeting or Hearing	Policy Decisions
<input type="checkbox"/> Archaeological Certificate (Form P3)	<input type="checkbox"/> Site Plan – EPC including any Variances – EPC (Form P1)	<input type="checkbox"/> Adoption or Amendment of Comprehensive Plan or Facility Plan (Form Z)
<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 Historic Designation (Form L)
<input type="checkbox"/> Alternative Signage Plan (Form P3)	<input type="checkbox"/> Historic Certificate of Appropriateness – Major (Form L)	<input type="checkbox"/> Amendment of IDO Text (Form Z)
<input checked="" type="checkbox"/> Minor Amendment to Site Plan (Form P3)	<input type="checkbox"/> Demolition Outside of HPO (Form L)	<input type="checkbox"/> Annexation of Land (Form Z)
<input type="checkbox"/> WTF Approval (Form W1)	<input type="checkbox"/> Historic Design Standards and Guidelines (Form L)	<input type="checkbox"/> Amendment to Zoning Map – EPC (Form Z)
	<input type="checkbox"/> Wireless Telecommunications Facility Waiver (Form W2)	<input type="checkbox"/> Amendment to Zoning Map – Council (Form Z)
		Appeals
		<input type="checkbox"/> Decision by EPC, LC, ZHE, or City Staff (Form A)

APPLICATION INFORMATION

Applicant: <u>Ladera Partners LLC c/o C&S Real Estate & Dev</u>		Phone:
Address: <u>8814 Horizon Blvd NE Ste 400</u>		Email:
City: <u>Albuquerque NM</u>	State: <u>NM</u>	Zip: <u>87113</u>
Professional/Agent (if any): <u>Wheeler Peak Ice & Water LLC</u>		Phone: <u>505-490-0531</u>
Address: <u>131 East Santa Fe Ave</u>		Email: <u>david@wheelerpeakice.com</u>
City: <u>Santa Fe</u>	State: <u>NM</u>	Zip: <u>87505</u>
Proprietary Interest in Site: <u>Tenant, Owner of ice machine</u>		List all owners: <u>David Kocon, Ken Kocon</u>

BRIEF DESCRIPTION OF REQUEST

Administrative Amendment to Site plan to permit installation of an ice and water vending machine

SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)

Lot or Tract No.: <u>MA</u>	Block: <u>0000</u>	Unit: <u>—</u>
Subdivision/Addition:	MRGCD Map No.:	UPC Code:
Zone Atlas Page(s): <u>G-11-2</u>	Existing Zoning: <u>MX-M</u>	Proposed Zoning: <u>MX-M</u>
# of Existing Lots:	# of Proposed Lots:	Total Area of Site (acres):

LOCATION OF PROPERTY BY STREETS

Site Address/Street: 3301 Coors Blvd Between: Sequoia Rd and: Redlands Road

CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)

N/A

Signature: <u>David Kocon</u>	Date: <u>7/8/20</u>
Printed Name: <u>DAVID KOCON</u>	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent

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Case Numbers	Action	Fees	Case Numbers	Action	Fees
SI-2020-00589	AA	\$50			

Meeting/Hearing Date: <u>N/A</u>	Fee Total: <u>\$50</u>
Staff Signature: <u>Vanessa A Segura</u>	Date: <u>7/9/2020</u> Project # <u>PR-2020-004100</u>

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, 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.

Signature: David Rocon

Date: 7/8/20

Printed Name: DAVID ROCON

☐ Applicant or ☒ Agent

FOR OFFICIAL USE ONLY

Project Number:

Case Numbers

PR-2020-004100

SI-2020-00589

Staff Signature:

Date:



memo

Ice and Water Machine Project

To: City of Albuquerque Planning Department
From: David Kocon (Managing Member, Wheeler Peak Ice and Water, LLC)
Date: 7/8/2020
Re: Administrative Amendment Request – Cover Letter

David Kocon is the Managing Member of Wheeler Peak Ice and Water (“Wheeler Peak”), an owner and operator of “Twice the Ice” branded ice and water vending machines in New Mexico. Wheeler Peak would like to install and operate a ice and water vending machine on the property located at 3301 Coors Blvd NW Albuquerque NM 87120.

Based on conversations with planning department staff, we understand that we are eligible for an administrative amendment to the existing Site Plan. Based on staff guidance, please find the following documents included in this pdf compilation:

1. Completed DRB_EPC application
2. Administrative amendment application (Form 03)
3. Zone Atlas Map with the site clearly outlined and labelled
4. Letter of Authorization from the Property Owner
5. Justification letter
6. A copy of the applicable sheets of the approved site plan. Please note, we understand that this is the most recently approved Site Plan on file at the City of Albuquerque. The owner of the property provided me with a more recent Amended Site Plan. Please find both attached.
 - a. Approved site plan on file with the City (dated 2003)
 - b. Approved site plan per the property owners (dated 2008)
7. A copy of the Proposed Site Plan
8. Photo of a similar ice machine for perspective

Please note: In our discussions with staff, they could not locate the Notice of Decision in the justification letter and instructed us to submit the application without this Notice

Ladera Partners, LLC
c/o C&S Real Estate & Development
8814 Horizon Blvd NE, Ste 400
Albuquerque, NM 87113

July 7, 2020

City of Albuquerque

RE: 3301 Coors Blvd NW
Albuquerque, NM

Dear Sir or Madam:

Wheeler Peak Ice and Water LLC are hereby designated to act on behalf of Ladera Partners LLC in the application for an Administrative Amendment to the current Site Development Plan for Lot MA, Block 0000 located inside the Ladera Shopping Center at 3301 Coors Boulevard NW Albuquerque NM 87120. The authorization applies to all actions required by the City of Albuquerque Planning Process for zoning and / or building approvals and permits for the project related to the installation of an ice and water vending kiosk at this location.

Sincerely,

A handwritten signature in black ink, appearing to read 'Theodore Samvello', written over a horizontal line.

Ladera Partners, LLC

Theodore Samvello, Pres.

memo

Ice and Water Machine Project

To: City of Albuquerque Planning Department
From: David Kocon (Managing Member, Wheeler Peak Ice and Water, LLC)
Date: 7/8/2020
Re: Administrative Amendment Request – Justification Letter for new ice and water vending machine at Ladera Shopping Center (3301 Coors Blvd NW)

To effect the project, we understand the City of Albuquerque requires, among other things, an Administrative Amendment to the Site Plan. As part of that amendment process, a letter is required describing, explaining and justifying the request per the criteria in IDO Section 14-16-6-4(X)(2) (in bold below).

This letter is in response to this specific requirement with Wheeler's responses below each criteria.

- 1) The amendment is necessary because of site conditions or user requirements that were not known, and could not reasonably have been known, at the time the City approved the approval that is proposed to be amended, and that were not created by the actions of the owner of the property.**

Response: The ice vending concept is a relatively new concept, with the first New Mexico "Twice the Ice" vending unit opening in 2006. Further, Wheeler only entered into a lease agreement with the owner in June 2020. Consequently, the property, which was originally developed in the 1980s, could not have reasonably anticipated the user's needs and requirements.

- 2) The amendment does not increase or decrease the dimension of any standard beyond the thresholds allowed as minor amendments pursuant to Table 6-4-5 (cumulative of any earlier deviations or amendments).**

Response: The original site plan contemplated 133,814SF of retail area. Current square footage is approximately 128,000 SF. With the installation of the ice machine, square footage will increase by 200 SF, less than the original approved square footage.

We are not aware of any of the other items in Table 6-4-5 having been impacted by previous Administrative Amendments.

- 3) The amendment does not decrease the total amount of open space in the development and does not reduce the size of any open space abutting a lot containing a residential use.**

Response: The amendment does not change the amount of open space as it would solely re-purpose approximately 200 SF of the paved parking lot.

- 4) The amendment does not reduce any building setback adjacent to development containing residential uses by any amount.**

Response: Not applicable as there are no adjacent residential uses that would be impacted by the amendment.

- 5) The amendment does not increase the maximum number of residential dwelling units in the development from that shown in the existing permit, approval, or plan. If the property is located in a DT-UC-MS-PT area, the amendment does not decrease the required number of residential dwelling units in the development from that shown in the existing permit, approval, or plan.**

Response: Not applicable as there are no residential dwelling units are currently located on the property, nor contemplated by this amendment.

- 6) The amendment does not adjust a building design standard unless doing so improves the perception of building quality, variety, durability, and articulation when viewed from adjacent streets and abutting properties.**

Response: Not applicable.

- 7) The amendment does not reduce the amount of total landscaping installed on the property or the amount of screening or buffering required on portions of the site abutting any property containing residential dwelling units and does not waive or weaken any other landscaping or buffering requirement unless the ZEO determines that alternative building design elements included in the amendment improve the visual quality and screening and buffering effect of landscaping as viewed from adjacent streets and public areas.**

Response: The contemplated amendment does not impact landscaping nor are there any adjacent residential dwelling units that could be impacted.

- 8) The amendment does not increase the traffic accessing the property from local streets and does not increase or decrease the number of through streets, sidewalks, trails, or trail connections passing through the property or connecting to or designed to connect to abutting properties.**

Response: Not applicable as the property is not directly accessible from any local street. Further, the project does not impact any connections passing through or connecting to abutting properties.

- 9) Other than those allowed within the threshold of a minor amendment pursuant to Table 6-4-4, the amendment does not affect a standard in Section 14-16-5-3 (Access and Connectivity), Section 14-16-5-4 (Subdivision of Land), Section 14-16-5-5 (Parking and Loading), or the DPM, in which case DRB review is required through a Site Plan – DRB pursuant to Subsection 14-16-6-6(G).**

Response: Not applicable. While we estimate up to 5 parking spaces may be lost because of the ice machine, the property remains significantly in excess of its parking requirements.

- 10) The amendment does not change a specific condition attached by a decision-making body listed in Table 6-1-1 to a prior development permit, approval, or plan for or including the property. For example, a specific condition attached to a prior approval**

requiring additional buffering to mitigate development impacts shall not be removed through a minor amendment process.

Response: Not applicable. We do not believe this amendment changes any earlier specific condition attached by a decision-making body.

- 11) The amendment does not affect a property in an Overlay zone as regulated per Part 14-16-3, in which case amendments may be granted per the original approval process for the Site Plan governing the site.**

Response: Not applicable.

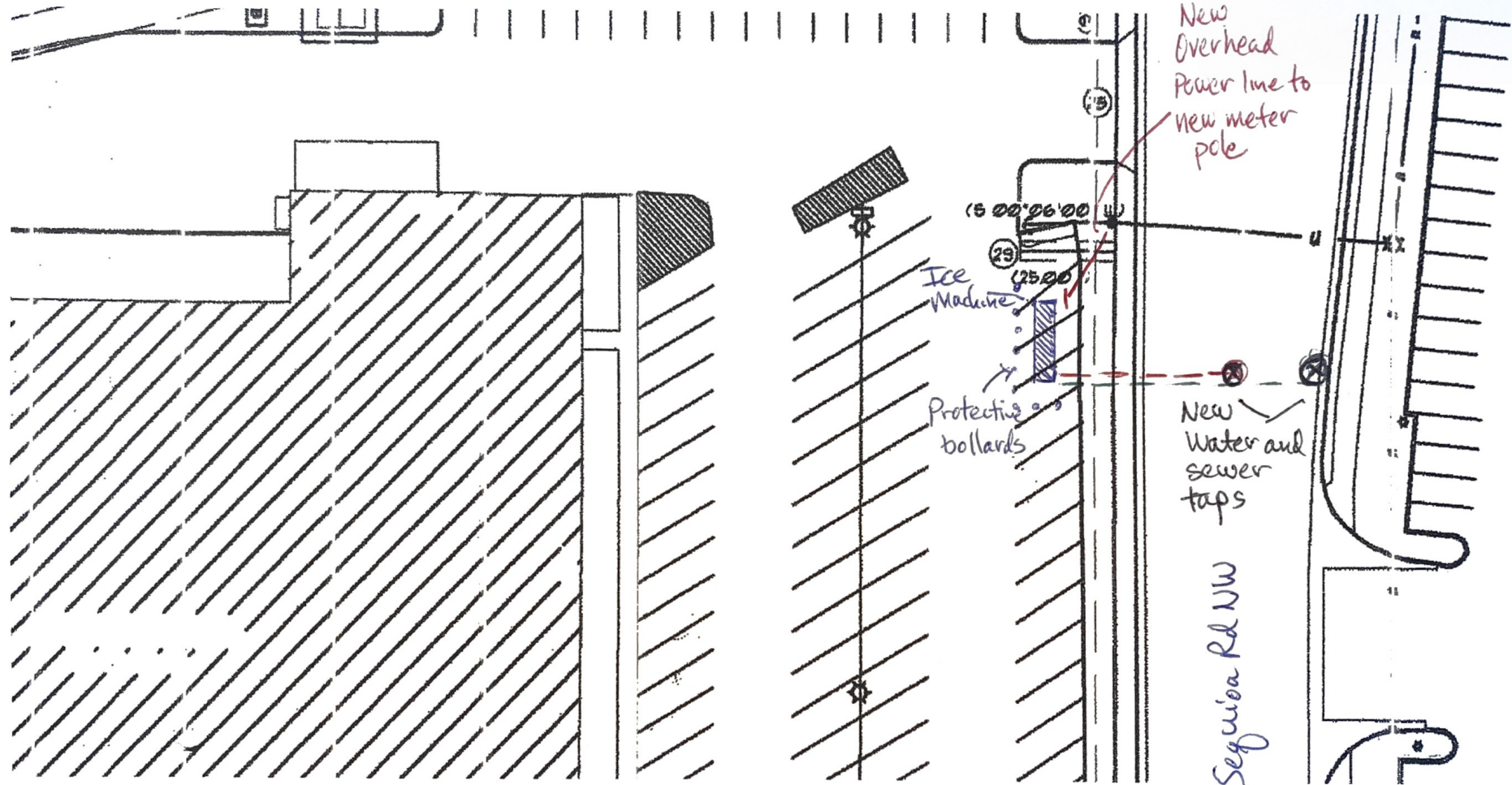
- 12) The amendment does not approve any land use that was not authorized by the permit or approval or that is not allowed by right on the property.**

Response: The ice vending machine is a permitted accessory building for this property designation.

- 13) The amendment does not expand a nonconformity as regulated per Section 14-16-6-8 (Nonconformities).**

Response: While we are not aware of any non-conformities, we do not believe the ice vending machine would expand any non-conformities even if they existed.

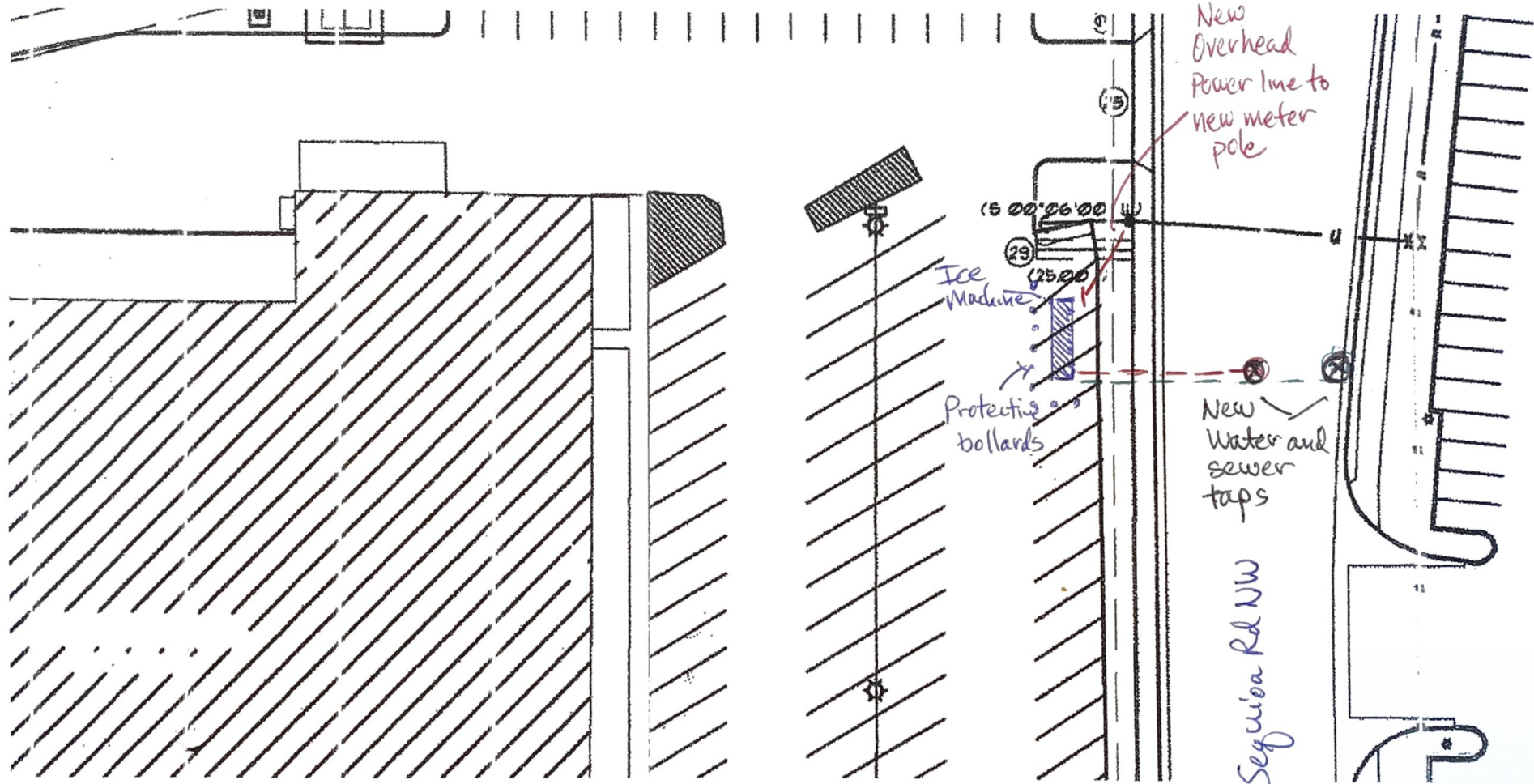
Admin Amendment - Ice & Water Vending Machine
- 3301 Coors Blvd NW (Ladera Shopping Center)
- Impacted Zone - Magnified





Admin Amendment - Ice & Water Vending Machine
- 3301 Coors Blvd NW (Ladera Shopping Center)
- Impacted Zone - Magnified

7.16.20



Parking required 796
Parking provided 796