

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(Y)(2)
- ☐ The approved Site Plan being amended
- ☐ Copy of the Official Notice of Decision associated with the prior approval
- ☐ The proposed Site Plan, with changes circled and noted
Refer to the Site Plan Checklist for information needed on the proposed Site Plan.
- ☐ Completed Site & Building Design Considerations Form in accordance with IDO Section 5-2(D) for new commercial and multifamily development except if the development is industrial or the multifamily is less than 25 units

Minor Amendments must be within the thresholds established in IDO TABLE 6-4-4. 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(Z)(1)(a)
- ☒ The approved Site Development Plan being amended
- ☒ Copy of the Official Notice of Decision associated with the prior approval
- ☒ The proposed Site Development Plan, with changes circled and noted
Refer to the Site Plan Checklist for information needed on the proposed Site Plan.
- ☐ Completed Site & Building Design Considerations Form in accordance with IDO Section 5-2(D) for new commercial and multifamily development except if the development is industrial or the multifamily is less than 25 units

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☐ ACCELERATED EXPIRATION SITE PLAN

- ☐ Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-4(X)(2)(c)
- ☐ Site Plan to be Expired

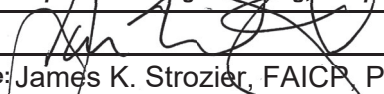
☐ ALTERNATIVE SIGNAGE PLAN

- ☐ 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(C)(3)(b)
- ☐ Required notices with content per IDO Section 14-16-6-4(K)
 - ☐ Office of Neighborhood Coordination notice inquiry response and proof of emailed notice to affected Neighborhood Association representatives
- ☐ Sign Posting Agreement

☐ ALTERNATIVE LANDSCAPE PLAN

- ☐ Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-5-6(C)(16)
- ☐ Landscape Plan

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: 	Date: February 22, 2022
Printed Name: James K. Strozier, FAICP, President, Consensus Planning, Inc.	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent

FOR OFFICIAL USE ONLY

Project Number:	Case Numbers
PR-2019-001996	SI-2022-00422
	-
	-
Staff Signature:	
Date:	





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: Sontata Green, LLC./John Murtagh		Phone: (702) 376-5287
Address: 8201 Golf Course Rd. NW, Suite D-3-338		Email: JMurtagh@wcinm.com
City: Albuquerque	State: NM	Zip: 87120
Professional/Agent (if any): Consensus Planning, Inc.		Phone: (505) 764-9801
Address: 302 Eighth Street, NW		Email:
City: Albuquerque	State: NM	Zip: 87102
Proprietary Interest in Site: Owner		List all owners: Sonata Green, LLC.

BRIEF DESCRIPTION OF REQUEST

Request for Minor Amendment to Durango Site Plan for Subdivision. The Amendment includes modifications in Unit 2 including increase in lot sizes and number of lots, removal of HOA Tracts A and B, and elimination of a pedestrian connection on the southeast side of the subdivision.

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

Lot or Tract No.: G	Block: 0000	Unit:
Subdivision/Addition: Durango Unit 1	MRGCD Map No.:	UPC Code: 100906410421330611
Zone Atlas Page(s): C-9-Z	Existing Zoning: PD	Proposed Zoning: N/A
# of Existing Lots: 1	# of Proposed Lots: 29	Total Area of Site (acres): 3.79 acres

LOCATION OF PROPERTY BY STREETS

Site Address/Street: Strater Street NW	Between: Molas Road	and: Tierra Antigua Elementary School
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CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)

PR-2019-001996, SI-2019-00079, SI-2020,00755

Signature:	Date: February 24, 2022
Printed Name: James K. Strozier, FAICP, President, Consensus Planning, Inc.	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent

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Case Numbers	Action	Fees	Case Numbers	Action	Fees
SI-2022-00422	AA				

Meeting/Hearing Date:	Fee Total:
Staff Signature:	Date: Project # PR-2022-00422

February 14, 2022

City of Albuquerque Planning Department
600 Second Street NW
Albuquerque, NM 87102

RE: Durango, Unit 2

Planning Department Staff,

As owner of the above property, Sonata Green, LLC. authorizes Consensus Planning, Inc. to act as agent for all matters related to the entitlement and development of this property through the City of Albuquerque. The site is legally described as "Tract G Plat of Durango Unit 1 (Being a replat of Tracts 7 and 8, the Trails Unit 3A) containing 3.7931 acres".

Respectfully,

A handwritten signature in black ink, appearing to read "John K. Murtagh", is written over a horizontal line.

John K. Murtagh
Sonata Green, LLC
8201 Golf Course Road NW, Suite D-3-338
Albuquerque, NM 87120
Email: JMurtagh@wcinm.com
Phone: 702-376-5287



February 24, 2022

James Aranda, Zoning Enforcement Officer
City of Albuquerque
600 Second Street NW
Albuquerque, NM 87102

RE: Request for a Minor Amendment to a Site Plan for Subdivision – DRB

Landscape Architecture
Urban Design
Planning Services

302 Eighth St. NW
Albuquerque, NM 87102

(505) 764-9801
Fax 842-5495
cp@consensusplanning.com
www.consensusplanning.com

Dear Mr. Aranda:

The purpose of this letter is to request a Minor Amendment to the approved Site Development Plan for Subdivision for the Durango neighborhood, located south and west of Woodmont Avenue and south of Paseo del Norte. This application is made on behalf of Sonata Green, LLC. This request applies to Unit 2, which has not been subdivided and is zoned Planned Development (PD).

BACKGROUND

The Site Plan for Subdivision was approved by the Development Review Board (DRB) on June 3, 2015, prior to the effective date of the Integrated Development Ordinance (IDO).

Following the DRB approval of the Site Plan, an Administrative Amendment was approved on August 14, 2019, to modify the following:

- Updated to the IDO zoning (R-1D and R-1 B).
- Updated site plan for Unit 5: 1) eliminated the 8' pedestrian path, pedestrian gate, and vehicle gate on the west side of Mancos Street, 2) eliminated extension of Window Peak Road west of Mancos Street, 3) reduced Mancos Street r-o-w from 47' to 42'; 4) created a buffer between the Monument and lot 18 at SW corner (there was no buffer on the previously approved plan), and 5) reconfigured several HOA tracts as a result of site plan changes noted above.
- Adjusted the boundary between Units 2 and 3, removing 2 lots (former lots 10 and 11, Durango Unit 2) from Unit 2 and putting them into Unit 3 (did not change total lot count).
- Removed the view fence detail.
- Added typical monument sign elevation.
- Confirmed setbacks for all dwelling units to be consistent with the IDO as follows:
 - Front: 15 Feet
 - Rear: 15 Feet
 - Side: 5 feet (Corner Lot: 10 Feet)

PRINCIPALS

James K. Strozier, FAICP
Christopher J. Green, PLA,
ASLA, LEED AP
Jacqueline Fishman, AICP

In 2020, a minor amendment was approved for Unit 1 and Unit 2. The amendment was approved to allow the following:



- Replacement of Hillerman Street with an HOA tract and pedestrian connection to the adjacent school property;
- Added an additional waterline easement as requested by the ABCWUA at the southwestern corner of the property; and
- Added an HOA tract that provides pedestrian access on the western side of Unit 1.

The approved site plan version states:

- Total number of lots – 127
- Size restrictions based on the distance from the Petroglyph National Monument.
- Number of lots within Unit 2 – 20
- Zoning – R-1D and R-1B
- Unit 2 Zoning – Planned Development (PD)

REQUEST

This request for a Minor Amendment to Unit 2 within the existing Site Plan for Subdivision includes the following:

- Number of lots and lot sizes:
 - An increase to the total number of lots within Unit 2 from 20 to 22, a 10% increase with the addition of Lots 2A and 21A. Total lots within the entire Site Plan for Subdivision increase from 127 to 129, representing a 1.6% increase.
 - An increase to the Unit 2 total lot square footage by 1.5%. This represents a square footage increase of .39% of the total lots within the Site Plan for Subdivision.
 - An overall 5% average increase to individual lot sizes within Unit 2.
- Removal of HOA Tracts A and B, which are no longer needed.
- Elimination of the pedestrian connection on the southeast side of the subdivision (replaced with new pedestrian access provided with the 2020 amendment).

INTEGRATED DEVELOPMENT ORDINANCE JUSTIFICATION CRITERIA

6-4(Z)(1)(a) Minor Amendments

Applicant response: The original Site Plan for Subdivision was originally approved by the Development Review Board in 2015. Because the changes to this Site Plan for Subdivision do not surpass the thresholds set in IDO Table 6-4-4, this request fulfills this IDO criterion for Minor Amendments as explained below.

1. **The existing site development plan specifies the requirements in place at the time of approval, and the requested change still meets the original requirement.**

Applicant Response: The approved Site Development Plan for Subdivision specifies the requirements for the development of the residential uses. It was updated to reference the correct IDO standards in 2019. The requested amendment to increase the total lot square footage and number of lots will not deviate from those requirements. All lots are 5,000 square feet and above and the average lot size in Unit 2 is 5,796 square feet, which meets the requirements of the Site Plan for Subdivision for lots more than 500 feet from the Petroglyph Monument.

The elimination of the HOA tracts through the removal of the pedestrian access point will not interfere with the requirements of the original or the amended Site Development Plan for Subdivision. Both included a pedestrian access point on Woodmont Avenue, which will not be affected. The removal of the pedestrian access will also not interfere with the pedestrian access point in the 2020 Amendment through HOA Tract C.

2. **The requested change is within the thresholds for Administrative Amendments established in Table 6-4-4, cumulative of prior deviations or administrative amendments.**

Applicant Response: This Minor Amendment is subject to the following standard in Table 6-4-4.

Table 6-4-4: Allowable Minor Amendments	
Standard	General Maximum Threshold (Cumulative of Earlier Approved Deviations and/or Amendments)
<i>Any other numerical standard</i>	<i>10%</i>

The requested increase in the number of lots are well below the threshold of 10% of the total number of lots within the Durango Site Plan for Subdivision and are within the threshold for Unit 2 as shown above. The increase of lot square footage within Unit 2 and the entire Site Plan for Subdivision are also well below the threshold of 10%.

Previous administrative amendments did not adjust lot sizes or the number of lots, therefore this request does not violate the thresholds cumulative of prior administrative amendments.



The changes to the pedestrian access and elimination of HOA Tracts are supported by the 2020 approved Site Plan for Subdivision, which provided for these adjustments to the site.

3. **The requested change does not require major public infrastructure or significant changes to access or circulation patterns on the site, which would warrant additional review by the original decision-making body.**

Applicant Response: The requested minor amendment to adjust lot sizes, increase the number of lots, remove HOA Tracts A and B, and the removal of the pedestrian access will not require major public infrastructure or significant changes to access or circulation patterns on the site.

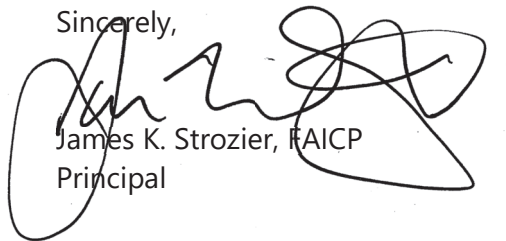
4. **No deviations, Variances, or Waivers shall be granted for minor amendments.**

Applicant Response: The Site Plan for Subdivision will not require a deviation, Variance, or Waiver from the approved site plan for subdivision. Lot sizes and number of lots meet the threshold required for Minor Amendments. The removal of HOA Tracts A and B and the elimination of the pedestrian access easement comply with City development standards.

Conclusion

Based on the responses above, and the attached Site Plan-Minor Amendment, we respectfully request approval of this Minor Amendment. Please do not hesitate to contact our office with questions or if you need additional information. Thank you for your consideration of this request.

Sincerely,



James K. Strozier, FAICP
Principal

RESPONSE: March 18, 2022

TO: Jim Strozier, Consensus Planning

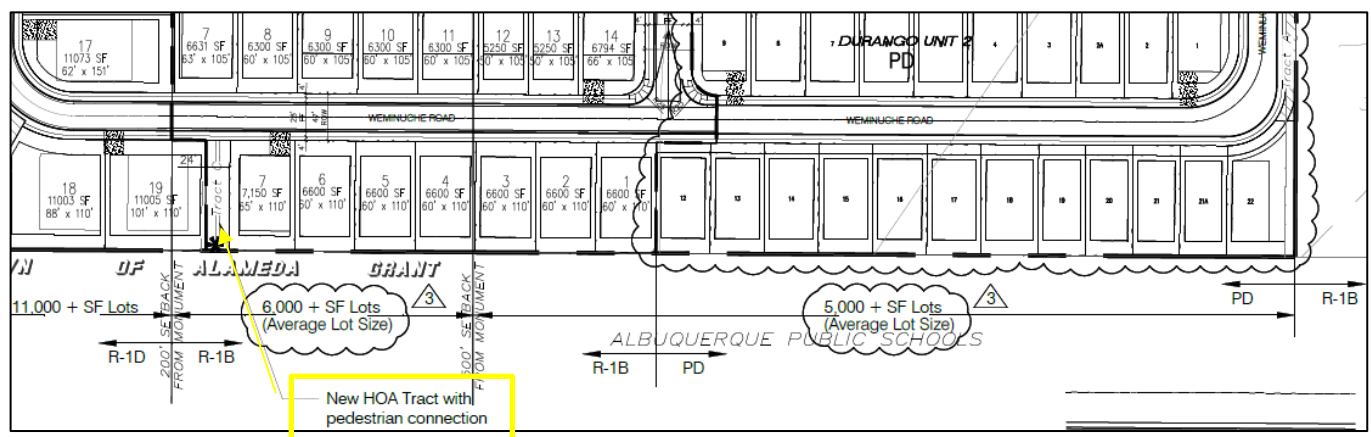
FROM: Catalina Lehner, AICP- Senior Planner

RE: Proposed Minor Amendments – Durango Subdivision

I have reviewed the application materials for the proposed minor amendments to the Durango Site Development Plan for Subdivision (2015, DRB final sign-off). I have a few questions and am requesting clarification regarding the following items:

1. Background – p. 2. The 2020 amendment (keyed notes 2) is described as doing three things, one of which was to add an HOA tract that provides pedestrian access on the western side of Unit 1. Can you please help me locate this tract in the current submittal?

Response: Pedestrian access is provided through “Tract C” located on the southern edge in Unit 2 (see detail below).



2. Request – p. 2. Please provide additional explanation regarding:

- A. How is the proposed increase in total lot square footage being achieved? The current vs. proposed site plan drawings appear to cover the exact same area.

Response: The increase in total residential lot square footage is due to the removal of Tract A and B, previously HOA tracts. Unit 2 remains the same acreage overall, however, due to the removal of the HOA Tracts, additional residential lots were added increasing the total number of lots within Unit 2 from 20 to 22 and the Durango Subdivision from 127 to 129 (<2%) as a whole.

- B. Would the PD zoned area remain the same size? Why or why not?

Response: Yes, the change in total lots square footage is based on the removal of Tracts A and B and does not on the increase the size/acreage of Unit 2 (PD zoned area).

- C. Please explain how the proposed overall 5% average increase to individual lot sizes was achieved? Where did the area come from? I’m having trouble tracking this, especially since the addition of two lots made each lot correspondingly smaller.

Response: Each individual lot did become smaller. The letter contained a typo and should have

read, “An overall average decrease to individual lot sizes within Unit 2.”

3. Minor Amendment Criteria – p. 3.

- A. Please add the relevant citation to the IDO: 14-16-6-4(Z)(1)(a)(1-4).

Response: Relevant citation updated in the revised letter.

- B. Please cite the criteria verbatim from the IDO regulations. Criteria 1 and 2 do not track the IDO language.

Response: Updated language included in the revised letter.

4. Site Plan- Pedestrian Access – p. 4.

There have been several changes to pedestrian circulation and access over time, such as the removal of the pedestrian trail along the Monument (western) side. Please explain the effect of the currently proposed removal of the pedestrian connection along the subdivision’s eastern side.

Response: Pedestrian access to the subdivision is achieved through Tract C, which is located to the west of Unit 2. The 2020 amendment added HOA tracts, which replaced Hillerman Street to provide pedestrian connection to the adjacent Tierra Antigua Elementary School campus. The old pedestrian access point via Tracts A and B was removed at the request of Albuquerque Public Schools, which preferred the new access (Tract C) as implemented with the 2020 amendment. Pedestrians will access the school from the subdivision via Tract C and access Woodmont Avenue via the pedestrian access point at Weminuche Road.

5. Site Plan – Sheet 1

- A. One note in the keyed notes 3 group refers to the removal of HOA tracts A and B, and then says “No HOA. However, a new notes regarding the proposed Tract F states that it would be a new HOA tract”. These notes seem contradictory. Is there an HOA? Who owns these tracts, both in the past and in proposed conditions?

Response: This amendment does not include Tract F. It appears this comment is referencing Tract C. Originally Tracts A and B were intended to be HOA tracts within Unit 2. The homebuilder will not have an HOA for Unit 2. The acreage from the removed Tract A and B was used to create two additional residential lots. Tract C is an HOA lot, owned and managed by the HOA in Unit 1.

- B. Was the new Tract F HOA tract public before? Is it planned to be gated?

Response: Tract F is not part of this application. Tract C is owned by the Unit 1 HOA, it was not previously a public tract. It is gated for pedestrian use by the residents.

March 7, 2022

TO: Jim Strozier, Consensus Planning

FROM: Catalina Lehner, AICP- Senior Planner

RE: Proposed Minor Amendments – Durango Subdivision

I have reviewed the application materials for the proposed minor amendments to the Durango Site Development Plan for Subdivision (2015, DRB final sign-off). I have a few questions and am requesting clarification regarding the following items:

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 - A. How is the proposed increase in total lot square footage being achieved? The current vs. proposed site plan drawings appear to cover the exact same area.
 - B. Would the PD zoned area remain the same size? Why or why not?
 - C. Please explain how the proposed overall 5% average increase to individual lot sizes was achieved? Where did the area come from? I'm having trouble tracking this, especially since the addition of two lots made each lot correspondingly smaller.
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 - A. Please add the relevant citation to the IDO: 14-16-6-4(Z)(1)(a)(1-4).
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 - B. Was the new Tract F HOA tract public before? Is it planned to be gated?