



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)
		<b>Appeals</b>
		<input type="checkbox"/> Decision by EPC, LC, ZHE, or City Staff (Form A)

**APPLICATION INFORMATION**

Applicant: Leslie Yardman, Vice President & Senior Facilities Mgr		Phone: 505-855-0810
Address: 3900 Vassar NE		Email: lyardman@bokf.com
City: Albuquerque	State: NM	Zip: 87109
Professional/Agent (if any): Aaron Barnhart		Phone: 720.407.5288
Address: 9800 Pyramid Ct, Suite 350		Email: aaron.barnhart@wallace.design
City: Englewood	State: CO	Zip: 80112
Proprietary Interest in Site: N/A		List <u>all</u> owners:

**BRIEF DESCRIPTION OF REQUEST**

Addition of a 55.33'L x 30.0'W enclosure (unattached to ex. bldg). Modifying existing parking striping and grading to surrounding drive aisle and existing stalls, adding space for truck turnaround at SW site corner.

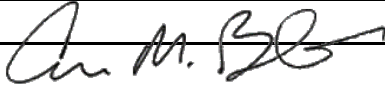
**SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)**

Lot or Tract No.: Tract C-3-C Replat	Block:	Unit:
Subdivision/Addition: Nine Industrial Park	MRGCD Map No.:	UPC Code:
Zone Atlas Page(s): E-17-Z	Existing Zoning: NR-BP	Proposed Zoning: NR-BP
# of Existing Lots: 1	# of Proposed Lots: 1	Total Area of Site (acres): 7.53

**LOCATION OF PROPERTY BY STREETS**

Site Address/Street: 6301 Jefferson St NE	Between: N/A	and: N/A
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**CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)**

Signature: 		Date: 5/9/23
Printed Name: Aaron Barnhart		<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent

**FOR OFFICIAL USE ONLY**

Case Numbers	Action	Fees	Case Numbers	Action	Fees
Meeting/Hearing Date:			Fee Total:		
Staff Signature:		Date:	Project #		

**FORM P3: ADMINISTRATIVE DECISIONS AND MINOR AMENDMENTS****\_ ARCHAEOLOGICAL CERTIFICATE**

A Single PDF file of the complete application including all documents being submitted must be emailed to [PLNDRS@cabq.gov](mailto: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 to City Staff using other online resources such as Dropbox or FTP. The PDF shall be organized in the number order below.

- \_\_\_ 1) Development Review application form completed, signed, and dated
- \_\_\_ 2) Form P3 with all the submittal items checked/marked
- \_\_\_ 3) Zone Atlas map with the entire site clearly outlined and labeled
- \_\_\_ 4) Letter of authorization from the property owner if application is submitted by an agent
- \_\_\_ 5) Archaeological Compliance Form with property information section completed
- \_\_\_ 6) 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**

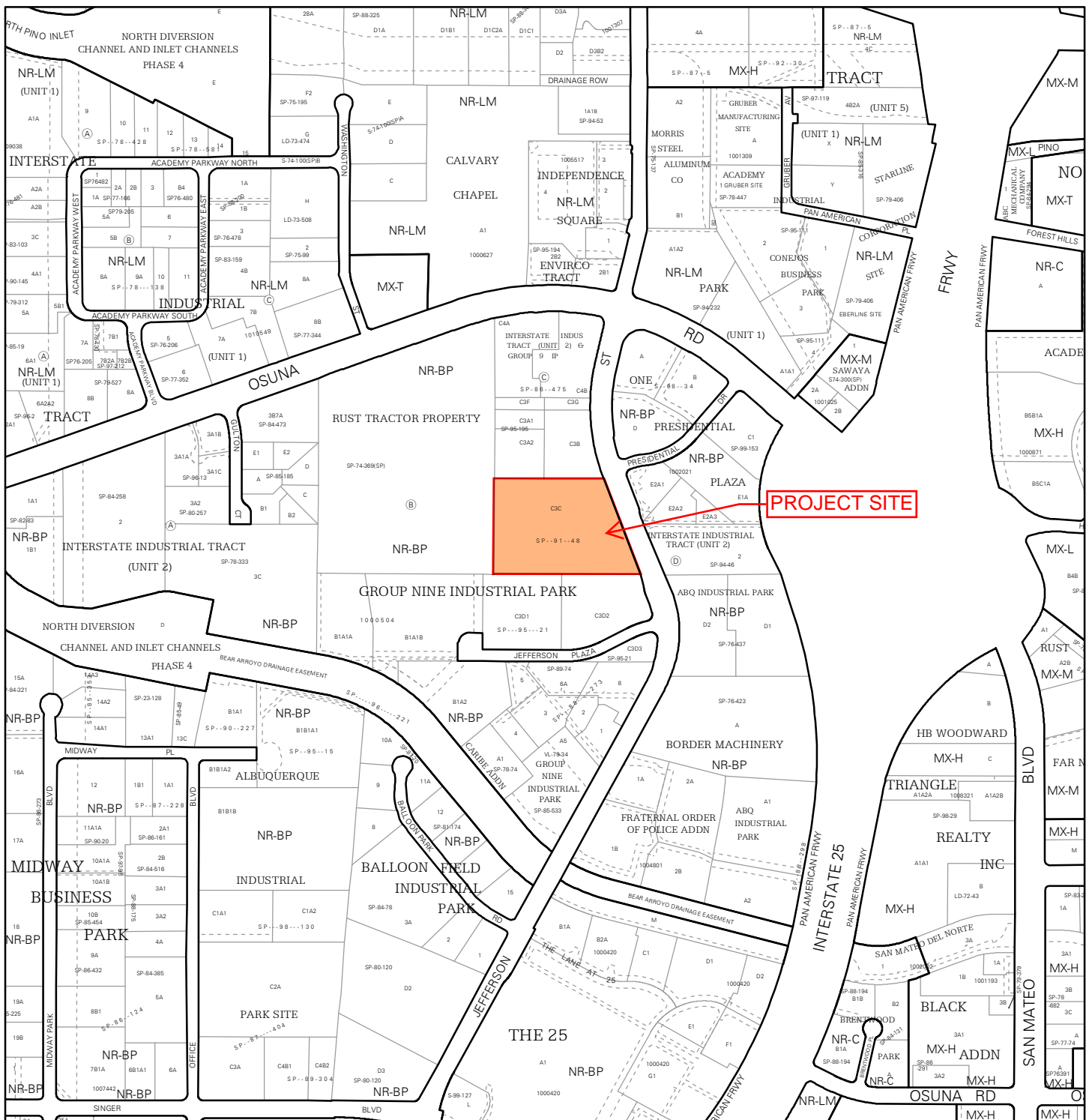
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- \_\_\_ 1) Development Review application form completed, signed, and dated
- \_\_\_ 2) Form P3 with all the submittal items checked/marked
- \_\_\_ 3) Zone Atlas map with the entire site clearly outlined and labeled
- \_\_\_ 4) Letter of authorization from the property owner if application is submitted by an agent
- \_\_\_ 5) Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-4(Y)(2)
- \_\_\_ 6) The approved Site Plan being amended
- ~~\_\_\_ 7) Copy of the Official Notice of Decision associated with the prior approval~~
- \_\_\_ 8) The proposed Site Plan, with changes circled and noted

Previous NOD(s) do not exist for this property,  
per previous email correspondence

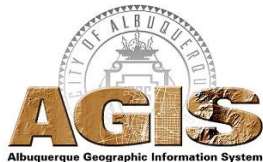
*Refer to the Site Plan Checklist for information need on the proposed Site Plan*

*Minor Amendments 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*

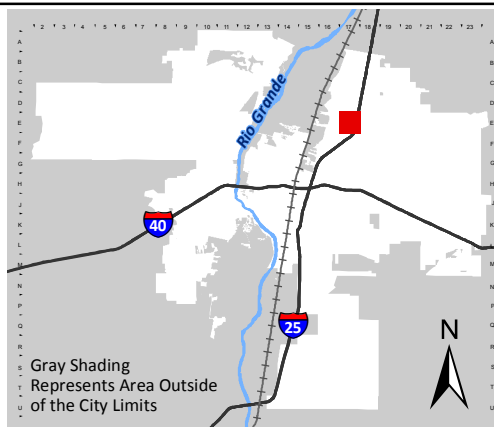


For more details about the Integrated Development Ordinance visit: <http://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance>

# IDO Zone Atlas May 2018



IDO Zoning information as of May 17, 2018  
The Zone Districts and Overlay Zones  
are established by the  
Integrated Development Ordinance (IDO).



Zone Atlas Page:  
**E-17-Z**

- Easement
- Escarpment
- Petroglyph National Monument
- Areas Outside of City Limits
- Airport Protection Overlay (APO) Zone
- Character Protection Overlay (CPO) Zone
- Historic Protection Overlay (HPO) Zone
- View Protection Overlay (VPO) Zone

0 250 500 1,000 Feet



Bank of Albuquerque  
P.O. Box 2300  
Tulsa, OK 74102

Bankofalbuquerque.com

May 9, 2023

Re: 6301 Jefferson Street NE Albuquerque, NM 87109 Project

To Whom It May Concern:

We at BOK Financial, authorize Wallace Design Collective, PC, Aaron Barnhart, to submit any and all applications on behalf of BOK Financial, property owner, of 6301 Jefferson Street NE, Albuquerque, NM 87109.

Feel free to let me know if you have any questions regarding this issue.

Sincerely,

BOK FINANCIAL CORPORATION

*Leslie Yardman*

Leslie Yardman  
Vice President, Senior Facilities Manager  
Corporate Real Estate Services  
Email: [lyardman@bokf.com](mailto:lyardman@bokf.com)  
Office: 505-855-0810



May 2, 2023

City of Albuquerque Planning Department  
Plaza del Sol Building  
600 Second NW  
Albuquerque, NM 87102

RE: BOKF – Albuquerque, NM  
Minor Amendment Justification Letter

The following is a letter, justifying the proposed changes to the Bank of Oklahoma Financial (BOKF) site, located at 6301 Jefferson St NE, Albuquerque, NM 87109.

#### **EXISTING SITE CONDITIONS**

The site will remain mostly the same, except for the area of improvements, totaling to ~ 0.25 acres on the south side of the building. In this section, there are currently 562 parking stalls and various generators, utility meters and appurtenances for the building.

#### **PROPOSED CHANGES TO SITE**

The site listed above will be adding a proposed armored car enclosure and revise paving for associated vehicular movements. This will require the removal of 26 parking stalls (for the turnaround and enclosure) to make room for these proposed improvements. BOKF is looking to provide a secure space for the loading/unloading of armored cars. This enclosure is 3-sided (no structural connections to the building), has a partial roof, will not be climate controlled, and will have existing utilities re-routed around/through to the extent required, within the site. No impacts to the adjacent parcels or public ROW are proposed.

#### **JUSTIFICATIONS PER IDO SECTION 14-16-6-4(Y)(2)**

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.

**JUSTIFICATION:** At the time of original development/construction, this property was a Lowes warehouse. It now serves as a bank with different site security needs.

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

**JUSTIFICATION:** This amendment to the site plan does not affect existing gross building area or site setbacks. Furthermore, it does not affect parking in an adverse way, per the parking counts discussed in the proposed changes to site above.

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.

**JUSTIFICATION:** This does not apply to our site. It is located in a business/industrial park and is surrounded by adjacent commercial/industrial parcels. Our improvements are limited to our site.

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

**JUSTIFICATION:** This does not apply to this site. There are no adjacent residential parcels/uses.

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.

**JUSTIFICATION:** This does not apply to this site, since it falls within a business/industrial park.

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.

**JUSTIFICATION:** This development falls on the south side of the building, and is not near a street frontage (Jefferson St NE). Furthermore, there appears to be a similar building addition to the south on the US Army Corps of Engineers property (Lots C3D1, C3D2).

7. The amendment does not reduce the amount of total landscaping installed on the subject 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.

**JUSTIFICATION:** No landscaping is reduced, no screening/buffering is reduced, and the site is not adjacent to any residential uses.

8. The amendment does not increase the traffic accessing the subject 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.

**JUSTIFICATION:** There is no anticipated increase to traffic based on this improvement, since these improvements are related to improving circulation of armored vehicles within the site.

9. The amendment does not require major public infrastructure or significant changes to access or circulation patterns on the subject property.

**JUSTIFICATION:** No major public infrastructure improvements are anticipated as part of this minor amendment. It is strictly related to onsite improvements for circulation of armored trucks onsite.

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 subject 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.

**JUSTIFICATION:** There is no previous restriction or specific conditions provided on the previous approved modifications to the building in 2019 and 2020.

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

**JUSTIFICATION:** The site and its neighboring parcels do not fall within an overlay zone, per the IDO Zone Atlas Page E-17-Z, provided as part of the submission.

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 subject property.

**JUSTIFICATION:** The amendment does not change the land use or zoning.

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

**JUSTIFICATION:** The site does not propose a non-conformity per the aforementioned section. The proposed enclosure will fall behind the minimum side setback of 10'.

Should you have any additional questions or require additional information please let me know.

Sincerely,

WALLACE DESIGN COLLECTIVE

*Civil Engineering Services*

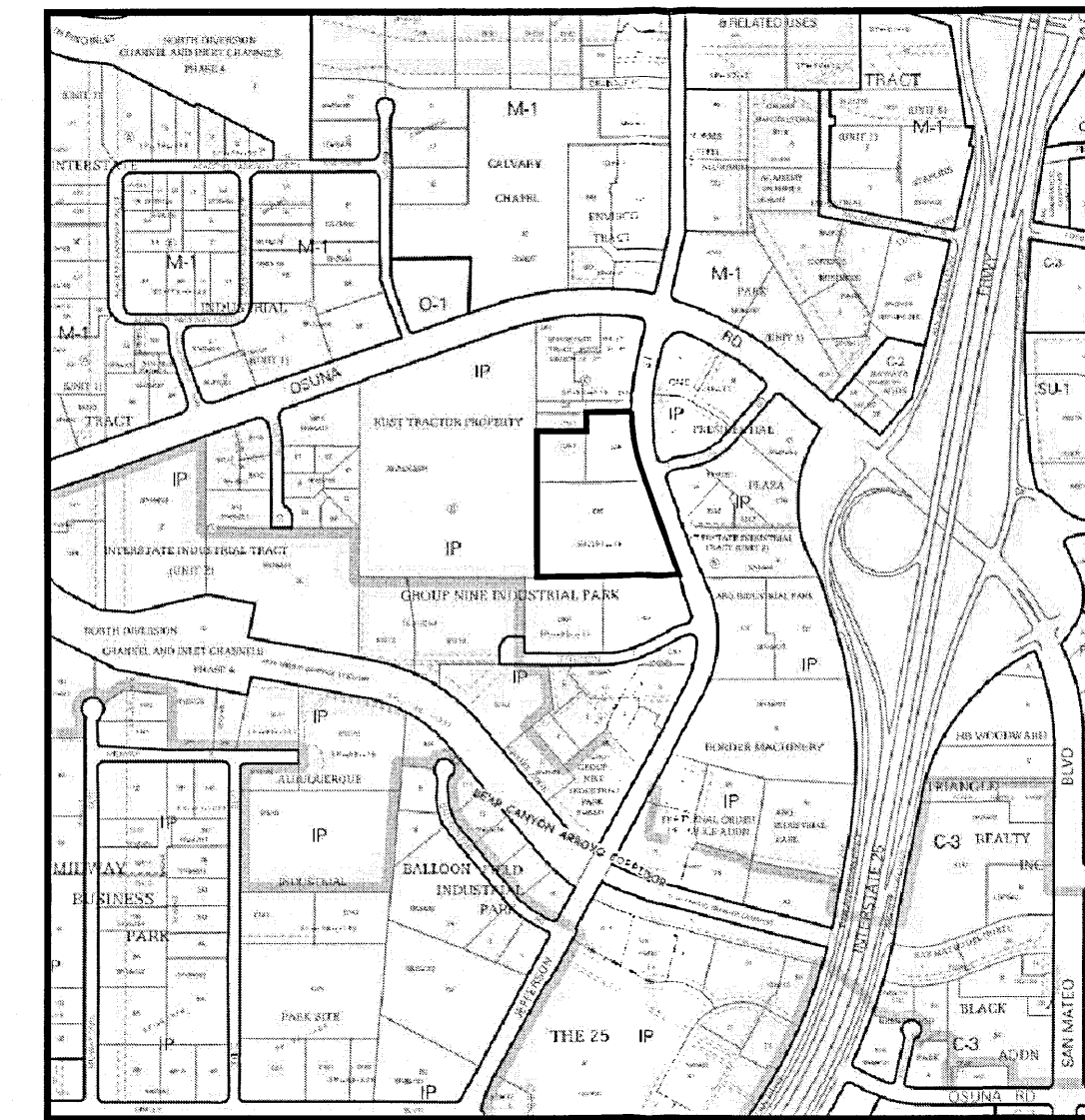
A handwritten signature in black ink, appearing to read "Aaron M. Barnhart", is written over a horizontal line.

Aaron M. Barnhart, P.E.  
Associate










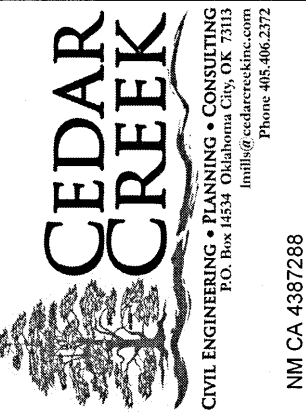


VICINITY MAP  
ZONE MAP: E-17-Z  
SCALE = 1" = 1000'

# LEGEND:

POB	POINT OF BEGINNING
POC	POINT OF COMMENCEMENT
TBM	TEMPORARY BENCHMARK
○ IPS	IRON PIN SET (5/8" REBAR)
○ IPF	IRON PIN FOUND
R/W	RIGHT-OF-WAY
PP	POWER POLE
⚡	LIGHT POLE
☔	FLOOD LIGHT
⊕	ELECTRIC METER
⊖	ELECTRIC MANHOLE
■	1 HEAD LIGHT STANDARD
■	2 HEAD LIGHT STANDARD
■	3 HEAD LIGHT STANDARD
⌵	WATER VALVE
WM	WATER METER
⌵	PRESSURE INDICATOR VALVE
⌵	FIRE HYDRANT
MW	MONITORING WELL
⊕	IRRIGATION CONTROL VALVE
⊖	ROOF DRAIN
SDMH	STORM DRAIN MANHOLE
CB	CATCH BASIN
CBG	CATCH BASIN GRATED INLET
RCP	REINFORCED CONCRETE PIPE
CMP	CORRUGATED METAL PIPE
SSMH	SANITARY SEWER MANHOLE
GMH	GREASE MANHOLE
CO	CLEANOUT
UGMRK	UNDERGROUND GAS MARKER
GV	GAS VALVE
GM	GAS METER
⊕	TELEPHONE MANHOLE
⊖	TELEPHONE PEDESTAL
FOCMRK	FIBER OPTIC CABLE MARKER
●	GUARD POST
—	SIGN
— OE —	OVERHEAD ELECTRIC LINE
— UE —	UNDERGROUND ELECTRIC LINE
— SS —	SANITARY SEWER LINE
— W —	WATER LINE
— UG —	GAS LINE
— OT —	OVERHEAD TELEPHONE LINE
— UT —	UNDERGROUND TELEPHONE LINE
— — —	WHITE LINE
— — —	DASHED WHITE LINE
— — —	YELLOW LINE
=====	DOUBLE YELLOW LINE
=====	STORM DRAIN PIPE
— X —	FENCE

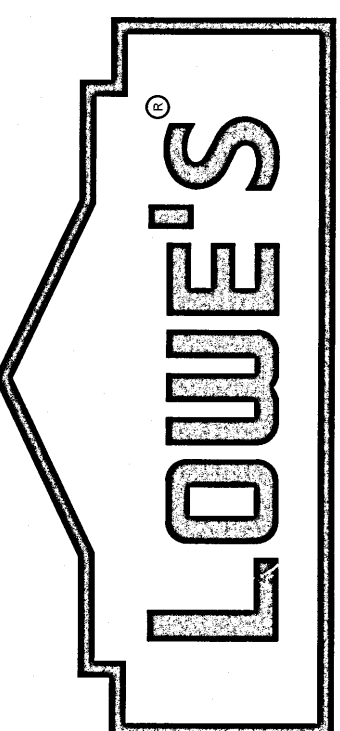
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<input checked="" type="checkbox"/>	CB	CODE BLUE INTERCOM
<input checked="" type="checkbox"/>	AVR	AUTOMATIC VEHICLE READER
<input checked="" type="checkbox"/>	HC	HOFFMAN ENCLOSURE
<input checked="" type="checkbox"/>	CAM	POLE WITH CAMERA
		PROPOSED PULL BOX
		PROPOSED TRAFFIC RATED PULL BOX
		DETAIL REFERENCE #

[illegible]

R  
R  
B

5700 ANTIOCH PLAZA, SUITE 300, MERRIAM, KANSAS 66204

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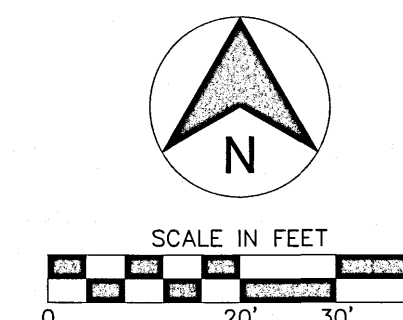
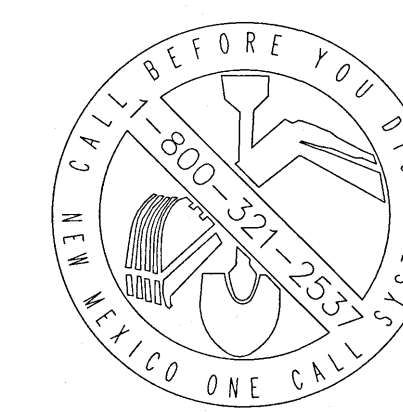
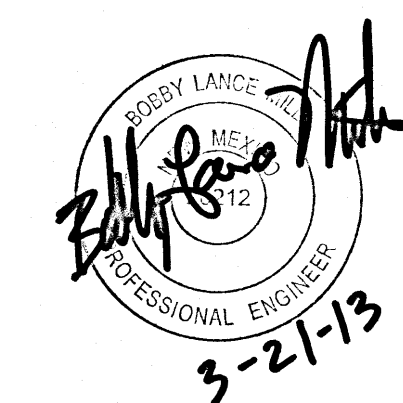


ENTRANCE GATE  
AUDIT & FENCE PLAN  
LOWE'S CSC-A-2  
ALBUQUERQUE  
ALBUQUERQUE, NM  
DRAWN BY: 64000339  
CHECKED BY:

DRAWING NUMBER:

## C3.02

## MAIN ENTRANCE GATE CONDUIT & FENCE PLAN







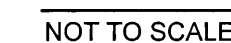
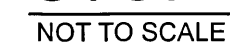
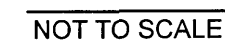
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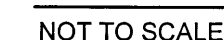
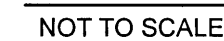
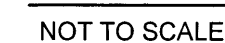
## SIDEWALK DETAIL



NOT TO SCALE



ONE AT EACH HANDICAP SPACE



CRITERIA	01.31.13
ISSUE DATE:	
PERMIT SET	
ISSUE DATE:	
CONSTRUCTION SET	
ISSUE DATE:	
DRAWING NUMBER:	
C5.00	

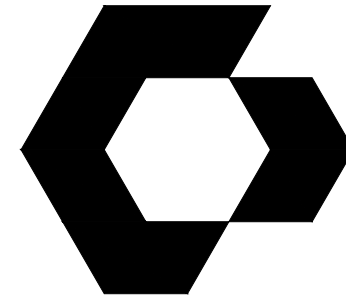
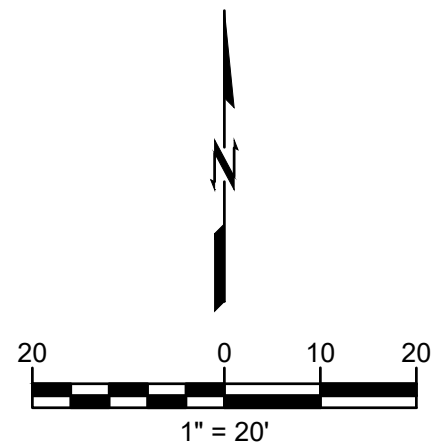
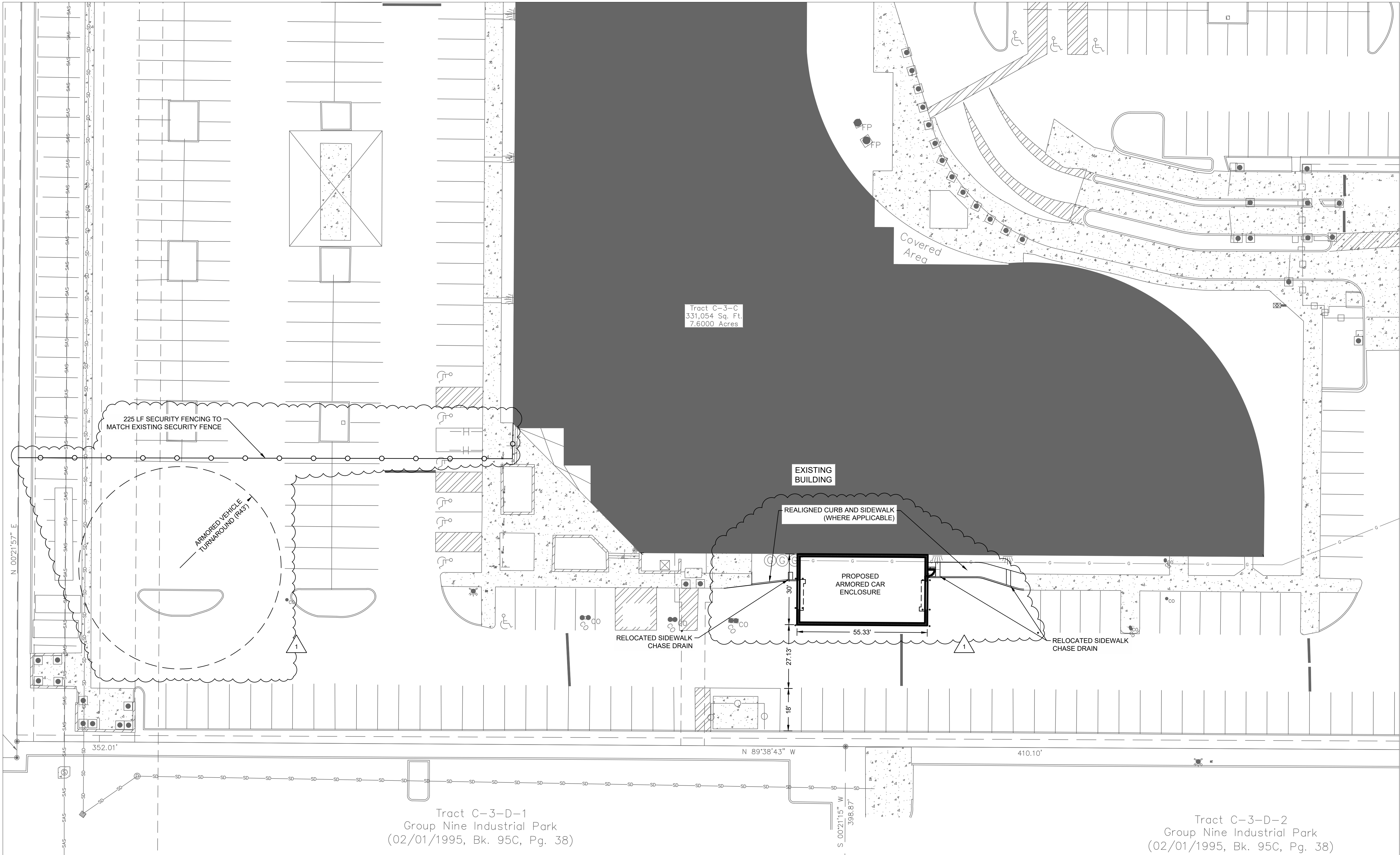






**CAUTION**  
NOTICE TO CONTRACTOR

THE CONTRACTOR IS SPECIFICALLY CAUTIONED THE LOCATION AND ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS ARE BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE LOCAL UTILITY LOCATION CENTER AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATIONS OF THE UTILITIES.



CYNERGY  
810 S CINCINNATI AVE, STE 200  
TULSA, OK 74119  
918.877.6000



wallace  
design  
collective

wallace design collective, pc  
structural-civil-landscape survey  
9800 pyramid court, suite 350  
englewood, co 80112  
303.350.1690 800.364.5858  
FAX 2240493

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SEALED DOCUMENT

DAVID F. PHELPS, AIA  
ARCHITECT OF RECORD

**BOKF JEFFERSON OPERATIONS  
CENTER**  
BANK OF OKLAHOMA FINANCIAL  
6301 JEFFERSON  
ALBUQUERQUE, NM 87109

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ISSUES / REVISIONS

#	DATE	DESCRIPTION
1	05/04/2023	ADDED ENCL., REVISED CIRCULATION

ISSUE DATE: 05/04/2023  
CHECKED BY: JD  
DRAWN BY: CG

SHEET NAME  
CONCEPT PLAN

SHEET NUMBER

**C-200**