



DEVELOPMENT REVIEW APPLICATION

Effective 7/18/23

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	D	ecisio	ns Requiring a Pul	olic Meeting or Hearing	Policy	Policy Decisions		
☐ Archaeological Certificate (Form P3		☐ Site Plan – EPC including any Variances – EPC (Form P1)			□ Add Plan o	☐ Adoption or Amendment of Comprehensive Plan or Facility Plan <i>(Form Z)</i>		
☐ Historic Certificate of Appropriatene (Form L)	ss – Minor	☐ Master Development Plan (Form P1)				☐ Adoption or Amendment of Historic Designation (Form L)		
☐ Alternative Signage Plan (Form P3)		☐ Historic Certificate of Appropriateness – Major (Form L)			□ Am	☐ Amendment of IDO Text (Form Z)		
☐ Minor Amendment to Site Plan (For	m P3) □	□ Demolition Outside of HPO (Form L)			□ Anr	□ Annexation of Land <i>(Form Z)</i>		
☐ WTF Approval (Form W1)		Histo	ric Design Standard	s and Guidelines <i>(Form L)</i>	□ Am	☐ Amendment to Zoning Map – EPC <i>(Form Z)</i>		
☐ Alternative Landscaping Plan (Form		☐ Wireless Telecommunications Facility Waiver (Form W2)			□ Am	☐ Amendment to Zoning Map – Council (Form Z)		
					Appea	Appeals		
						$\hfill\Box$ Decision by EPC, DHO, LC, ZHE, or City Staff (Form A)		
APPLICATION INFORMATION								
Applicant:					Ph	one:		
Address:					En	nail:		
City:				State:	Zip	Zip:		
Professional/Agent (if any):				Ph	Phone:			
Address:					En	Email:		
City:				State:	Zip	Zip:		
Proprietary Interest in Site:				List all owners:				
BRIEF DESCRIPTION OF REQUEST								
Minor amendment to a pre-IDO DRB site development plan approval								
SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)								
Lot or Tract No.:				Block: Unit:				
Subdivision/Addition:			MRGCD Map No.:		UF	UPC Code:		
Zone Atlas Page(s):		Existing Zoning:		Pro	Proposed Zoning:			
# of Existing Lots: #		# of Proposed Lots:		То	Total Area of Site (acres):			
LOCATION OF PROPERTY BY STREETS								
Site Address/Street: Between:				and:				
CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)								
Signature: heter butterfield Date:								
Printed Name: Applicant or Agent								
FOR OFFICIAL USE ONLY								
Case Numbers	Action		Fees	Case Numbers		Action	Fees	
Meeting/Hearing Date:				Fee Total:				
Staff Signature: Date:				Pro	Project #			

FORM P3 Page 1 of 3

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 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
A Single PDF file of the complete application including all 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 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) 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 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

FORM P3 Page 2 of 3

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

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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	d by an agent			
5) Justification letter describing, explaining, and justifying the request per the Section 14-16-6-4(Z)(1)(a)	e criteria in IDO			
6) The approved Site Plan being amended				
7) Copy of the Official Notice of Decision associated with the prior approval	not available, see emai from Misa Bloom			
8) The proposed Site Plan, with changes circled and noted 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				
_ ACCELERATED EXPIRATION OF SITE PLAN				
A Single PDF file of the complete application including all documents being submit to PLNDRS@cabq.gov prior to making a submittal. Zipped files or those over 9 MB via email, in which case the PDF must be provided to City Staff using other online in Dropbox or FTP. The PDF shall be organized in the number order below.	cannot be delivered			
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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	d by an agent			
5) Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-5(C)(3)(b)				

____ 6) Site Plan to be Expired

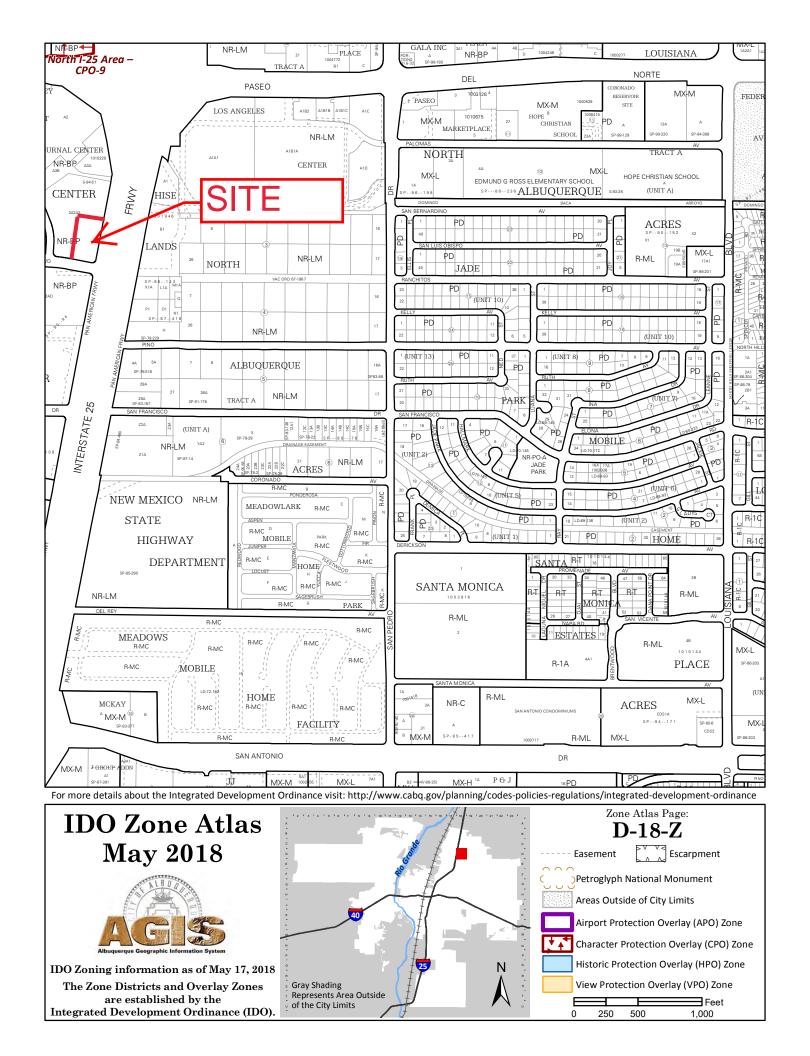
FORM P3 Page 3 of 3

_ ALTERNATIVE SIGNAGE PLAN

_____ 6) Landscape Plan

A Single PDF file of the complete application including all 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 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) Proposed Alternative Signage Plan compliant with IDO Section 14-16-5-12(F)(5)
6) Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-5(C)(3)(b)
7) Sign Posting Agreement
8) Required Content of Notice at Submittal per IDO Section 14-16-6-4(K)(1)
Office of Neighborhood Coordination notice inquiry response
Completed notification form(s), proof of additional information provided in accordance with IDO Section 6-4(K)(1)(b)
Proof of emailed notice to affected Neighborhood Association representatives
_ ALTERNATIVE LANDSCAPING PLAN
A Single PDF file of the complete application including all 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 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) Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-5-6(C)(16)



Letter of Authorization

August 23, 2024

To whom it may concern:

I authorize Peter Butterfield Architect to act on behalf of and represent The Original Pancake House at 5161 Journal Center in pursuit of a minor site plan amendment required for the property.

If you have any questions of concerns regarding this matter, please feel free to contact me at 505-249-1960.

Sincerely,

Mark Migliaccio

peter butterfield architect

• 505 514 1364 • 13013 Glenwood Hills Ct. NE • Albuquerque New Mexico 87111 •

September 10, 2024

RE: Minor Administrative Amendment to Site Plan

Lot: 2A-2A-3B-Block 0000 Subdivision: Journal Center

Zoning: NR-BP

Case Numbers: DRB-94-563, AX-79-13, Z-79-80-2

DRB Approval Number: Not available – reference attached email from Misa Bloom planner Referenced by James Aranda, MCRP on attached Preliminary Review Team (PRT) notes dated

12/23/2022

To Whom It May Concern:

6-4(X)(2) Minor Amendments

6-4(X)(2)(a) A minor amendment must meet all the following 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:

As noted in the attached PRT notes per discussion with James Aranda, MCRP.

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).

Response:

The approved Site Development Plan (SDP) shows the Square Footage (S.F.) of the proposed building pad to be "up to a maximum" of 8,173 S.F. There is no language in the attached SDP that would prohibit development of a building within the allowed S.F. of 8,173. The only controlling language is the "Maximum S.F." The proposed building is less than the "Maximum S.F." at 6,585 S.F.

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:

No changes in total open space – pad site of 8,173 S.F. was accounted for in the original SDP.

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

Response:

The site is not adjacent to a residential development.

peter butterfield architect

• 505 514 1364 • 13013 Glenwood Hills Ct. NE • Albuquerque New Mexico 87111 •

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.

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:

The building design standard does not change and all materials are allowed per existing Design Review Board (DRB) approved plans.

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 Zoning Enforcement Office (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:

No changes to the landscaping – pad site of 8,173 S.F. was accounted for in the original SDP.

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. Response:

No increase in traffic, pad site of 8,173 S.F. was accounted for in the original SDP.

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

Response:

None required.

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.

Response:

No changes to specific conditions.

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11. The amendment does not affect a property in an Overlay zone as regulated pursuant to 0, 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 subject property.

Response:

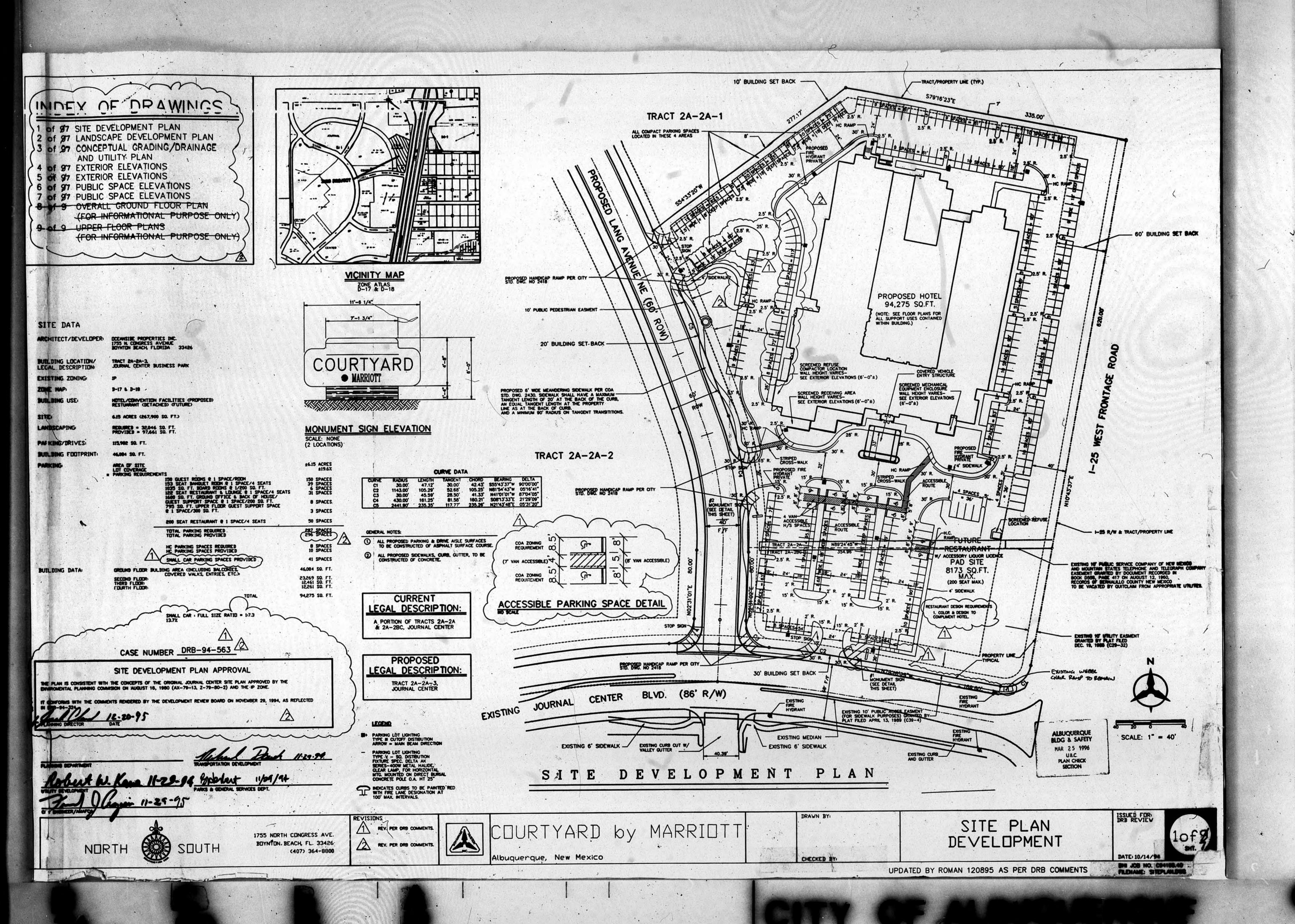
No change to land use.

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

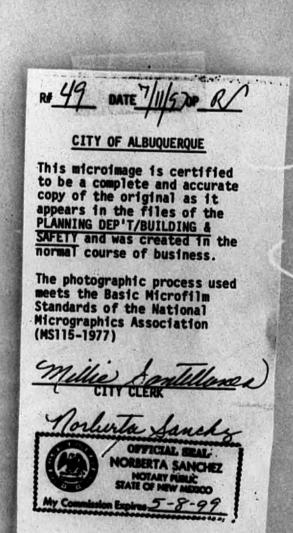
Response:

No nonconformities exist and therefore none are expanded.

Peter Butterfield, Architect



CITY OF ALBUQUERQUE
THIS MICROTHAGE IS THE HEST
POSSIBLE REPRODUCTION DUE
TO THE POOR QUALITY OF THE
ORIGINAL DOCUMENT.



peter@pba-lane.com

From: Bloom, Misa K.. <mbloom@cabq.gov>
Sent: Friday, September 6, 2024 7:28 AM

To: peter@pba-lane.com

Subject: Re: case numbers: DRB-94-563, AX-79-13, Z-79-80-2)

20240906

Peter:

Good morning. As discussed yesterday, I was unable to located any NOD's for the files you requested. These are some older files however the microfiche that they are housed on only provided limited information that was previously sent to you.

If you have any questions, please let me know. Thank you and have a wonderful day.

Respectfully submitted,



MISA K. BLOOM

(she / hers)
planner
urban design & development
505.924.3662

e mbloom@cabq.gov

cabq.gov/planning

Confidentiality Notice: This e-mail and any documents attached hereto are intended for the confidential use of the named recipient(s) only and are intended, to the fullest extent permitted by law, to be privileged and confidential as an attorney-client communication and/or work product. If you are not an intended recipient, or an agent responsible for delivering this communication to an intended recipient, you have received this e-mail in error. If you have received this email in error, please (i) immediately notify me by replying to this e-mail; (ii) do not review, copy, save, forward, or print this e-mail or any of its attachments; and (iii) immediately delete and/or destroy this e-mail and its attachments and all copies thereof. Thank you for your cooperation.

From: peter@pba-lane.com <peter@pba-lane.com>

Sent: Tuesday, September 3, 2024 17:48 **To:** Bloom, Misa K.. <mbloom@cabq.gov>

Subject: RE: case numbers: DRB-94-563, AX-79-13, Z-79-80-2)

[EXTERNAL] Forward to phishing@cabq.gov and delete if an email causes any concern.

Good Afternoon Misa Just following up about the 'Notice of Decision' for this site. Can you let me know? Thank you

peter butterfield architect 505-514-1364

From: Bloom, Misa K.. <mbloom@cabq.gov> Sent: Friday, August 23, 2024 10:02 AM

To: peter@pba-lane.com

Subject: Re: case numbers: DRB-94-563, AX-79-13, Z-79-80-2)

2024 August 23

Mr. Buttefield:

Good morning. Attached are the files you requested via the links below:

DRB-94-563_1

DRB-94-563_2

AX-79-13_1

AX-79-13_2

<u>Z-79-80-2_1</u>

<u>Z-79-80-2_2</u>

Please let me know if you require any additional information. Thank you and have a wonderful day.

Respectfully submitted,



MISA K. BLOOM

(she / hers)
planner
urban design & development
o 505.924.3662

e mbloom@cabq.gov

cabq.gov/planning

Confidentiality Notice: This e-mail and any documents attached hereto are intended for the confidential use of the named recipient(s) only and are intended, to the fullest extent permitted by law, to be privileged and confidential as an attorney-client communication and/or work product. If you are not an intended recipient, or an agent responsible for delivering this communication to an intended recipient, you have received this e-mail in error. If you have received this email in error, please (i) immediately notify me by replying to this e-mail; (ii) do not review, copy, save, forward, or print this e-mail or any of its attachments; and (iii) immediately delete and/or destroy this e-mail and its attachments and all copies thereof. Thank you for your cooperation.

From: peter@pba-lane.com>

Sent: Friday, August 23, 2024 08:57

To: Bloom, Misa K.. < mbloom@cabq.gov >

Subject: case numbers: DRB-94-563, AX-79-13, Z-79-80-2)

[EXTERNAL] Forward to phishing@cabq.gov and delete if an email causes any concern.

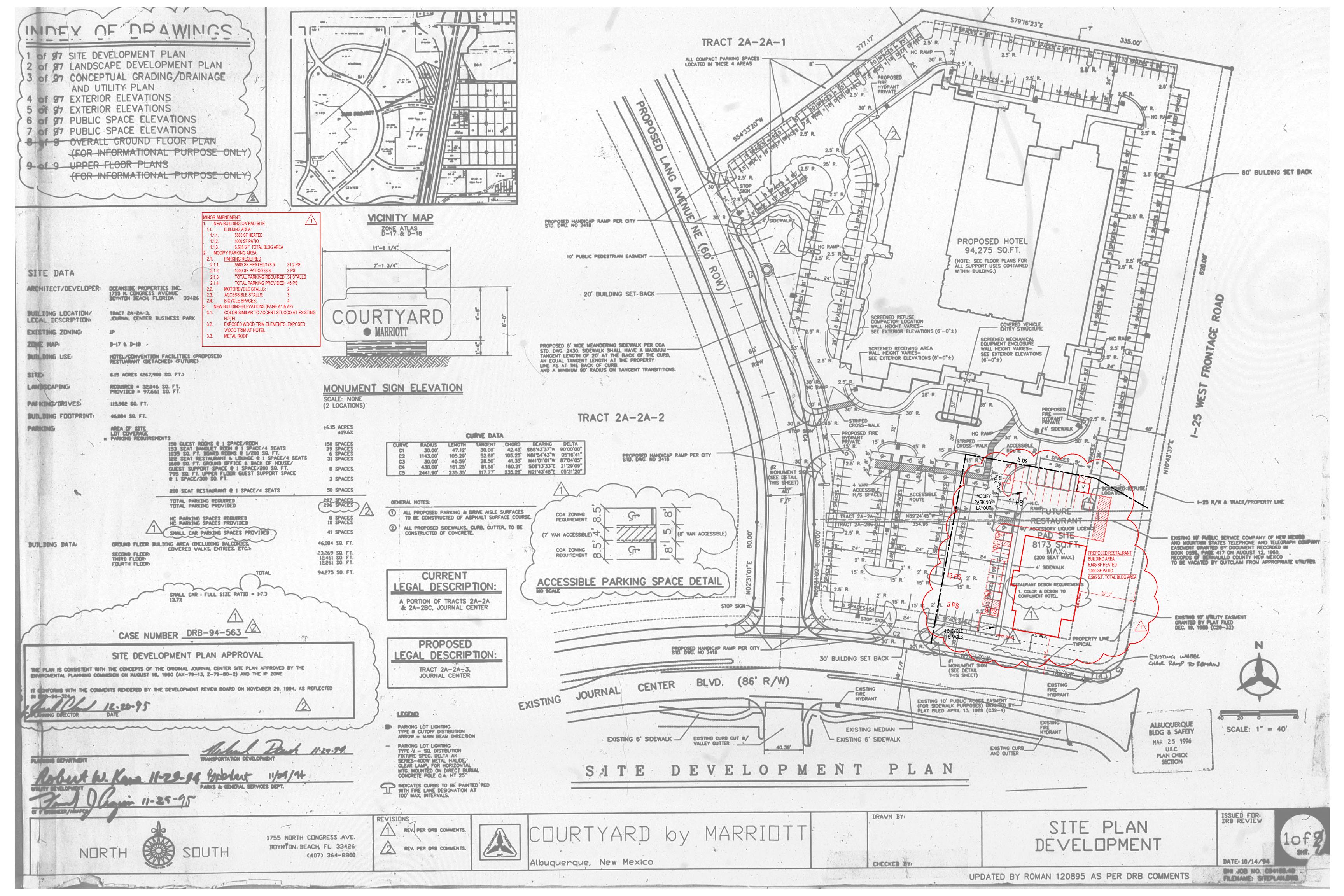
Good Morning Misa

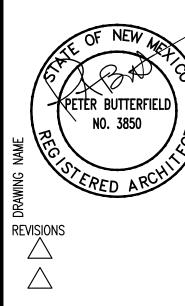
I am looking for the relevant documents for case numbers: DRB-94-563, AX-79-13, Z-79-80-2 provided to me from PRT notes. Most importantly I need the 'Notice of Decision'. Any help you can provide is greatly appreciated, thank you.

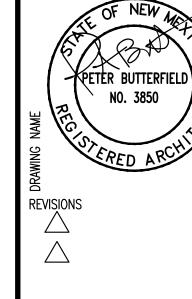
peter butterfield architect 13013 glenwood hills ct ne

albuquerque nm, 87111 505-514-1364

peter@pba-lane.com





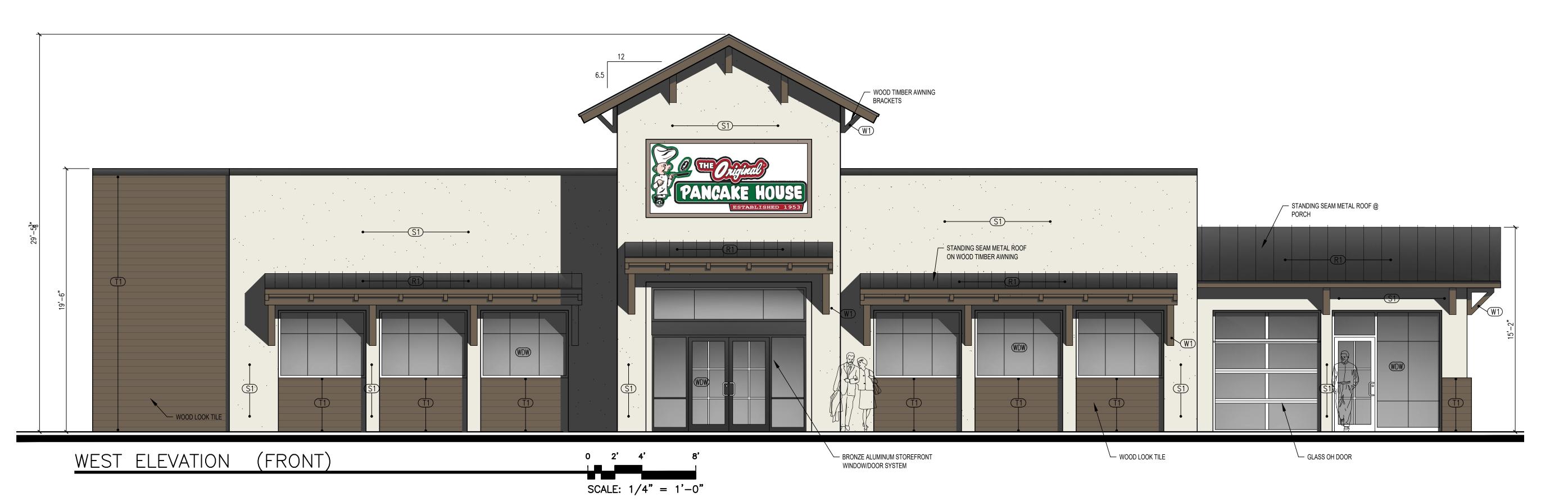


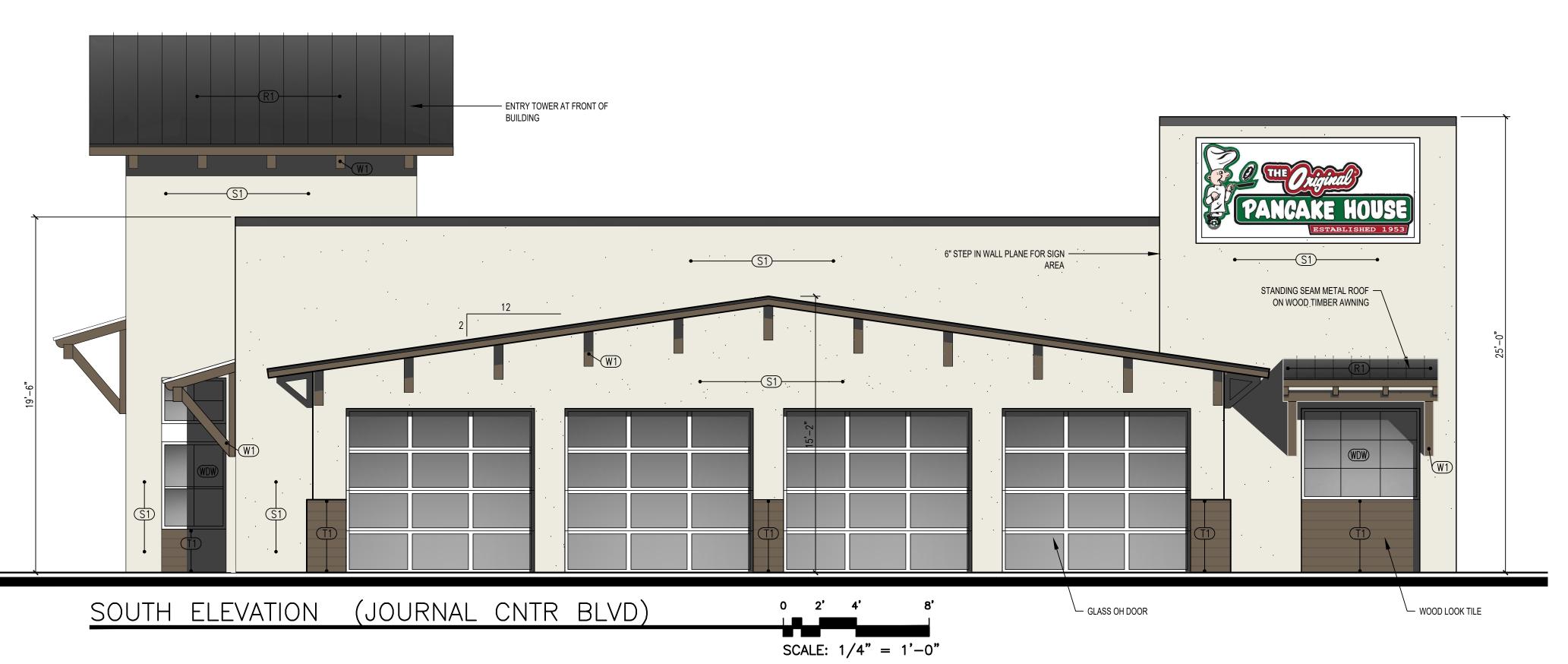


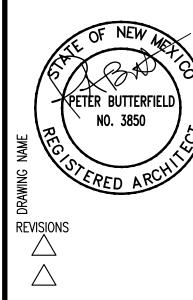
September 10, 2024

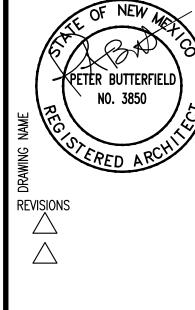


	1	_			
SIGN DATA TABLE					
LOCATION	REQUIREMENT	ALLOWABLE SIGNAGE AREA	PROPOSED SIGNAGE AREA		
WEST	SHALL NOT EXCEED THE 15% OF FAÇADE AREA, INCLUSIVE OF DOOR AND WINDOW OPENINGS:	1,925x15% = 288 SF	72 S.F.		
SOUTH	SHALL NOT EXCEED THE 15% OF FAÇADE AREA, INCLUSIVE OF DOOR AND WINDOW OPENINGS:	1,396x15% = 209 SF	72 S.F.		
EAST	SHALL NOT EXCEED THE 15% OF FAÇADE AREA, INCLUSIVE OF DOOR AND WINDOW OPENINGS:	1,958x15% = 242 SF	92 S.F.		
NORTH	SHALL NOT EXCEED THE 15% OF FAÇADE AREA, INCLUSIVE OF DOOR AND WINDOW OPENINGS:	1,385x15% = 207 SF	72 S.F.		







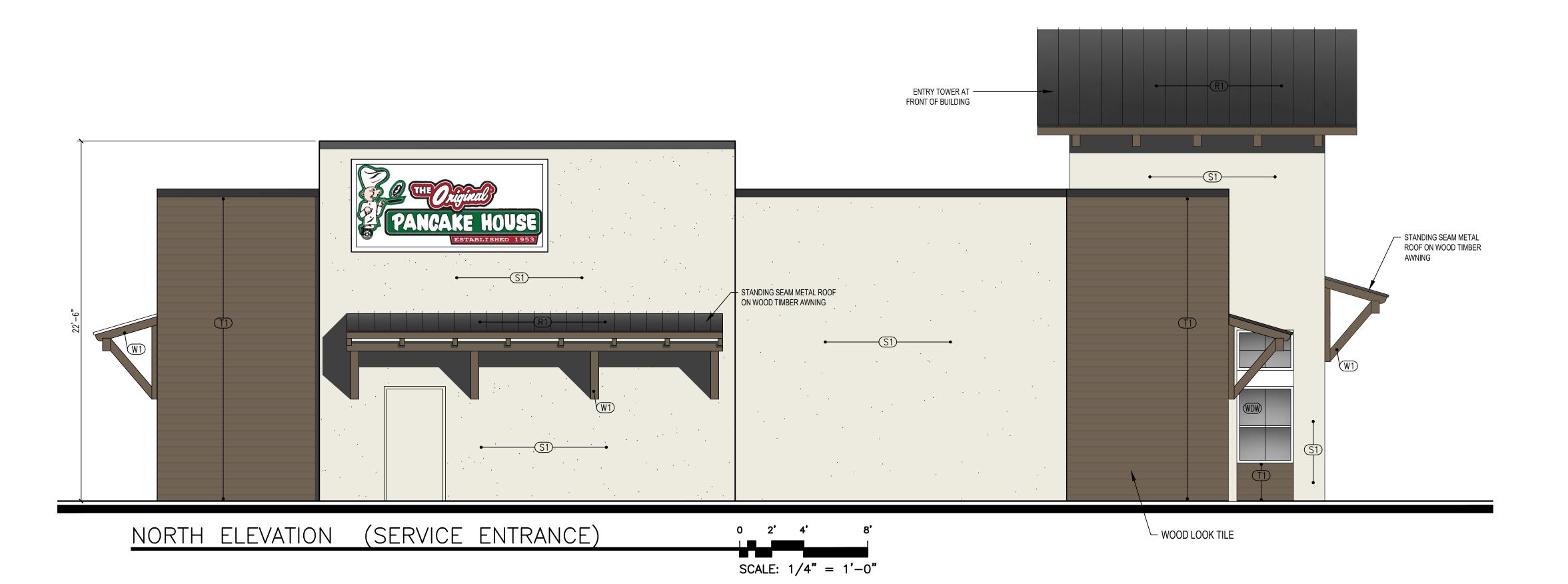




September 10, 2024

PROPOSED SIGNAGE AREA 72 S.F. 72 S.F. INCLUSIVE OF DOOR AND WINDOW OPENINGS: EAST SHALL NOT EXCEED THE 15% OF FAÇADE AREA, INCLUSIVE OF DOOR AND WINDOW OPENINGS: 1,958x15% = 242 SF92 S.F. NORTH SHALL NOT EXCEED THE 15% OF FAÇADE AREA, INCLUSIVE OF DOOR AND WINDOW OPENINGS: 72 S.F. 1,385x15% = 207 SF





T1 EX	TERIOR TILE ACCENT	SIMULATED WOOD BROWN		
WDW) AL	UMINUM STOREFRONT	DARK GRAY		
W1 WC	OOD TRIM	NATURAL WOOD		
SIGN	DATA TABLE			
LOCATION	REQUIREMENT		ALLOWABLE SIGNAGE AREA	
WEST	SHALL NOT EXCEED TH INCLUSIVE OF DOOR A	HE 15% OF FAÇADE AREA, ND WINDOW OPENINGS:	1,925x15% = 288 SF	
SOUTH	SHALL NOT EXCEED TH	HE 15% OF FAÇADE AREA,	1,396x15% = 209 SF	

COLOR

VERY LIGHT TAN

COLOR LEGEND

R1) STANDING SEAM MTL ROOF DARK GRAY

S1) STUCCO FINISH

PRE-APPLICATION MEETING NOTES

PA#:	Notes Provide	ed (date):			
Site Address and/or Location: _					
Pre-application notes are for info kind. Additional research may b unknown and/or thought of as mit	e necessary to determine the exa	act type of process and/or	application required. Factors		
Request					
Basic Site Information					
Current Use(s):	Siz	Size (acreage):			
Zoning:		erlay Zone(s):			
Comprehensive Plan Designati	ions				
Development Area:	Con	ridor(s):			
Center:	Nea	Near Major Public Open Space (MPOS)?:			
Integrated Development Ordin	nance (IDO)				
Please refer to the IDO for req https://www.cabq.gov/plannin					
Proposed Use(s):					
Use Specific Standards:					
Applicable Definition(s):					
Sensitive Lands: Please see II standards, and changes to pro			analysis, development		
Notice					
Neighborhood Meeting Offer	Required? (see IDO Table 6-1	-1). If yes, please refer t	0:		
https://www.cabq.gov/plannindevelopment-ordinance	g/urban-design-development/n	eighborhood-meeting-re	equirement-in-the-integrated-		
Process					
Decision Type(s) (see IDO Ta	ble 6-1-1):				
Specific Procedure(s)*:					
*Please refer to specific proce	dures for relevant decision cri	teria required to be add	ressed.		
Decision Making Body/ies: _		Is this a PR	T requirement?		
Handouts Provided					
☐ Zoning Map Amendment	☐ Site Plan Amendments	☐ Site Plan- EPC	☐ Site Plan- DRB		
☐ Site Plan- Admin	□ Variance-ZHE	☐ Conditional Use	☐ Subdivision		
☐ Site History/Research	☐ Transportation	☐ Hydrology	☐ Fire		

If you have additional questions, please contact <u>planningprt@cabq.gov</u> at (505) 924-3811 to schedule a follow-up meeting.

Additional Notes:

Restaurant

An establishment that serves food and beverages that are consumed on its premises by customers seated at tables and/or counters either inside or outside the building thereon and/or that may provide customers with take-out service of food and/or beverages for off-site consumption. Sale of alcoholic beverages is controlled by other provisions in this IDO and the New Mexico State statutes regarding alcoholic drink sales. See also *Bar* and *Taproom or Tasting Room*.

Staff acknowledges the change is less than the approved square footage, process will be Administrative Amendment.

To obtain a records request contact Misa Bloom @505-924-3662 or mbloom@cabq.gov

(case numbers: DRB-94-563, AX-79-13, Z-79-80-2)