



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 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 checked="" 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: <u>Bernice M Sanchez</u>	Phone:
Address: <u>1717 Shirley St NE</u>	Email:
City: <u>Albuquerque</u>	State: <u>NM</u>
Professional/Agent (if any): <u>Austin's Carpets/Gilbert Austin</u>	Zip: <u>87112</u>
Address: <u>528 2nd St SW</u>	Phone: <u>505-843-6254</u>
City: <u>Albuquerque</u>	Email: <u>austin's Carpets@gmail.com</u>
State: <u>NM</u>	Zip: <u>87102</u>
Proprietary Interest in Site:	List all owners:

BRIEF DESCRIPTION OF REQUEST

Metal Carpet

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

Lot or Tract No.: <u>14</u>	Block: <u>72</u>	Unit:
Subdivision/Addition:	MRGCD Map No.:	UPC Code: <u>102105841750312206</u>
Zone Atlas Page(s): <u>J-21</u>	Existing Zoning: <u>R1-B</u>	Proposed Zoning:
# of Existing Lots:	# of Proposed Lots:	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: Gilbert F Austin Date: 6-15-2018

Printed Name: Gilbert F. Austin Applicant or Agent

FOR OFFICIAL USE ONLY

Case Numbers	Action	Fees
<u>VA-2018-00026</u>		325.00 <u>325.00</u>
Meeting/Hearing Date: <u>June 27, 2018</u>		Fee Total: <u>325.00</u>
Staff Signature: <u>[Signature]</u>	Date: <u>6-15-18</u>	Project # <u>PR-2018-001255</u>

FORM V: Vacations of Easements or Right-of-way and Variances – DRB

Please refer to the DRB case schedules for meeting / hearing dates and deadlines. Your attendance is required.

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.

VARIANCE – DRB Requires Public Hearing

- N/A** Proof of Neighborhood Meeting per IDO Section 14-16-6-4(B)
- Scale drawing showing the location of the proposed variance or waiver, as applicable (7 copies, not to exceed 8.5" by 14")
- Letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-6(L)(3), compliance with the DPM, and all improvements to be waived, as applicable
- N/A** If the request is based on a bulk land transfer, an application for Subdivision of Land – Minor shall be filed concurrently with the variance request and notice shall be provided on that plat regarding the applicant's agreement that building permits shall not be issued before further action by the DRB.
- Zone Atlas map with the entire site clearly outlined and labeled
- N/A** Required notices with content per IDO Section 14-16-6-4(K)(6)
- N/A** Office of Neighborhood Coordination notice inquiry response and proof of emailed notice to affected Neighborhood Association representatives

Authorization Letter


- VACATION OF PRIVATE EASEMENT Requires Public Hearing**
- VACATION OF PUBLIC EASEMENT OR RIGHT-OF-WAY – DRB Requires Public Hearing**
- VACATION OF PUBLIC EASEMENT OR RIGHT-OF-WAY -- COUNCIL Requires Public Hearing**

- Proof of Neighborhood Meeting per IDO Section 14-16-6-4(C)
- Copy of the complete document which created the easement(s) (7 copies, folded)
Not required for City owned public right-of-way.
- Drawing showing the easement or right-of-way to be vacated (7 copies, not to exceed 8.5" by 11")
- If easements, list number to be vacated _____
- Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-6(K)(3)
- 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
- Required notices with content per IDO Section 14-16-6-4(K)(6)
 - Office of Neighborhood Coordination notice inquiry response, notifying letter, and proof of first class mailing
 - Proof of emailed notice to affected Neighborhood Association representatives
 - Buffer map and list of property owners within 100 feet (excluding public rights-of-way), notifying letter, and proof of first class mailing
- Sign Posting Agreement (not required for easements if IDO Section 14-16-6-6(K)(2)(a) is satisfied)

The vacation must be shown on a DRB approved plat recorded by the County Clerk within one year, or it will expire.

- TEMPORARY DEFERRAL OF SIDEWALK CONSTRUCTION**
- EXTENSION OF THE IIA FOR TEMPORARY DEFERRAL OF SIDEWALK CONSTRUCTION**

- Drawing showing the sidewalks subject to the proposed deferral or extension (7 copies, not to exceed 8.5" by 14")
- Zone Atlas map with the entire site clearly outlined and labeled
- Letter describing, explaining, and justifying the deferral or extension

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: <i>Gilbert F. Austin</i>	Date: <i>6-15-2018</i>
Printed Name: <i>Gilbert F. Austin</i>	<input type="checkbox"/> Applicant or <input type="checkbox"/> Agent
FOR OFFICIAL USE ONLY	
Project Number: <i>PR-2018-001255</i>	Case Numbers: <i>VA-2018-00026</i>
Staff Signature: <i>[Signature]</i>	
Date: <i>6-15-18</i>	




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

1717 Shelby St



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: **J-21-Z**

Easement Escarpment

Petroglyph National Monument

Areas Outside of City Limits

Airport Protection Overlay (APO) Zone


Character Protection Overlay (CPO) Zone

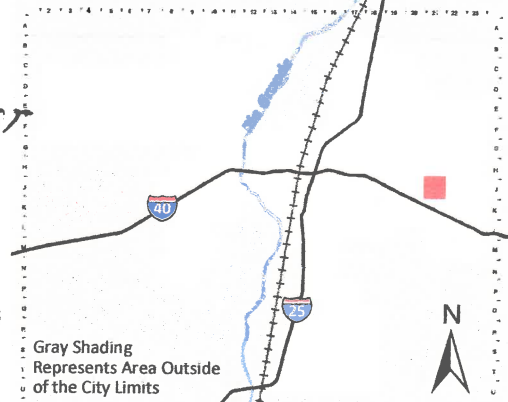
Historic Protection Overlay (HPO) Zone

View Protection Overlay (VPO) Zone

Gray Shading Represents Area Outside of the City Limits

N







Gilbert Austin <austinscarports@gmail.com>

Public Notice Inquiry_1717 Shirley St NE_DRB

1 message

Quevedo, Vicente M. <vquevedo@cabq.gov>

To: "austinscarports@gmail.com" <austinscarports@gmail.com>

Tue, Jun 12, 2018 at 12:22 PM

Gilbert,

The purpose of this email is to confirm that as of today, Tuesday June 12, 2018, there are no affected associations to contact regarding your upcoming DRB submittal. Thank you.

Respectfully,

Vicente M. Quevedo, MCRP

Neighborhood Liaison

Office of Neighborhood Coordination

City of Albuquerque – City Council

(505) 768-3332

Website: www.cabq.gov/neighborhoods



Letter of Authorization

To: Zoning Hearing Examiner

Date: _____

Project # _____

ZHE# _____

I, Bernice M. Sanchez hereby authorize Gilbert F. Austin to act on my behalf in all matters relating to this application for Special Exception filed for my property located at 1717 Shirley St NE
Albuquerque NM 87112

Property Owner (Applicant) Printed Name Bernice M. Sanchez

Property Owner (Applicant) Signature Bernice M. Sanchez

Mailing Address 1717 Shirley St NE
Albuquerque NM 87112

Date: 6/8/2018

City of Albuquerque
Development Review Board
600 2nd St NW
Albuquerque NM 87102

To whom this may concern:

This request is for a variance to be granted for a proposed carport at 1717 Shirley St NE. In winter this carport will keep frost off windshield; snow, ice and water off driveway, to provide safe walking for Mrs. Sanchez. Carport will also reduce heat from inside of vehicle in summer months.

This carport is 4' 0" from property line on north side and 10' 0" from west side, which is where the driveway is located. The carport is constructed of steel for strength, durability and easy up keep, and attractive in appearance with color to match the home. Includes rain gutters and down spouts to control water drainage onto owners own property. Also allows full view of traffic, and does not disrupt the view from the street. There is nothing in the area (structures, etc...) that will be effected by this carport.

Thank you,
Gilbert F. Austin
Austin's Carports
528 2nd St. SW
Albuquerque NM 87102
(505)843-6254

