



**FORM V2: WAIVER - DHO**

***Please refer to the DHO public meeting schedule for meeting dates and deadlines. Your attendance is required.***

**\_ SIDEWALK WAIVER**

A Single PDF file of the complete application including all documents being submitted must be emailed to [PLNDRS@cabq.gov](mailto:PLNDRS@cabq.gov). 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.* Divide the PDF with a title sheet for each of the three documentation sections in **bold** below.

**WAIVER DOCUMENTATION**

- \_\_\_ 1) DHO Application form completed, signed, and dated
- \_\_\_ 2) Form V2 with all the submittal items checked/marked
- \_\_\_ 3) Zone Atlas map with the entire site clearly outlined and labeled
- \_\_\_ 4) Scale drawing showing the location of the proposed waiver, as applicable

**SUPPORTIVE DOCUMENTATION**

- \_\_\_ 5) Letter of authorization from the property owner if application is submitted by an agent
- \_\_\_ 6) Letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-6(P)(3)
- \_\_\_ 7) Proof of Pre-Application Meeting with City staff per IDO Section 14-16-6-4(B)

**PUBLIC NOTICE DOCUMENTATION**

- \_\_\_ 8) Proof of a Pre-Submittal Neighborhood Meeting per IDO 14-16-6-4(C)
  - \_\_\_ Office of Neighborhood Coordination neighborhood meeting inquiry response
  - \_\_\_ Proof of email with read receipt OR Certified Letter offering meeting to applicable associations
  - \_\_\_ Completed neighborhood meeting request form(s)
  - \_\_\_ If a meeting was requested or held, copy of sign-in sheet and meeting notes
- \_\_\_ 9) Required Content of Notice at Submittal per IDO Section 14-16-6-4(K)(1) (not required for an extension)
  - \_\_\_ 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

\_\_\_ 10) Interpreter Needed for Hearing? \_\_\_ if yes, indicate language: \_\_\_

### **\_ WAIVER - IDO**

A Single PDF file of the complete application including all documents being submitted must be emailed to [PLNDRS@cabq.gov](mailto:PLNDRS@cabq.gov). 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.* Divide the PDF with a title sheet for each of the three documentation sections in **bold** below.

### **WAIVER DOCUMENTATION**

- \_\_\_ 1) DHO Application form completed, signed, and dated
- \_\_\_ 2) Form V2 with all the submittal items checked/marked
- \_\_\_ 3) Zone Atlas map with the entire site clearly outlined and labeled
- \_\_\_ 4) Scale drawing showing the location of the proposed waiver, as applicable

### **SUPPORTIVE DOCUMENTATION**

- \_\_\_ 5) Letter of authorization from the property owner if application is submitted by an agent
- \_\_\_ 6) Letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-6(P)(3)
- \_\_\_ 7) Proof of Pre-Application Meeting with City staff per IDO Section 14-16-6-4(B)

### **PUBLIC NOTICE DOCUMENTATION**

- \_\_\_ 8) Proof of a Pre-Submittal Neighborhood Meeting per IDO 14-16-6-4(C)
  - \_\_\_ Office of Neighborhood Coordination neighborhood meeting inquiry response
  - \_\_\_ Proof of email with read receipt OR Certified Letter offering meeting to applicable associations
  - \_\_\_ Completed neighborhood meeting request form(s)
  - \_\_\_ If a meeting was requested or held, copy of sign-in sheet and meeting notes
- \_\_\_ 9) Required Content of Notice at Submittal per IDO Section 14-16-6-4(K)(1) (not required for an extension)
  - \_\_\_ 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
- \_\_\_ 10) Interpreter Needed for Hearing? \_\_\_ if yes, indicate language: \_\_\_

**\_ WAIVER – DPM (MUST BE HEARD WITH SUBDIVISION ACTION)**

A Single PDF file of the complete application including all documents being submitted must be emailed to [PLNDRS@cabq.gov](mailto:PLNDRS@cabq.gov). 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. Divide the PDF with a title sheet for each of the three documentation sections in **bold** below.

**WAIVER DOCUMENTATION**

- \_\_\_ 1) DHO Application form completed, signed, and dated
- \_\_\_ 2) Form V2 with all the submittal items checked/marked
- \_\_\_ 3) Zone Atlas map with the entire site clearly outlined and labeled
- \_\_\_ 4) Scale drawing showing the location of the proposed waiver, as applicable

**SUPPORTIVE DOCUMENTATION**

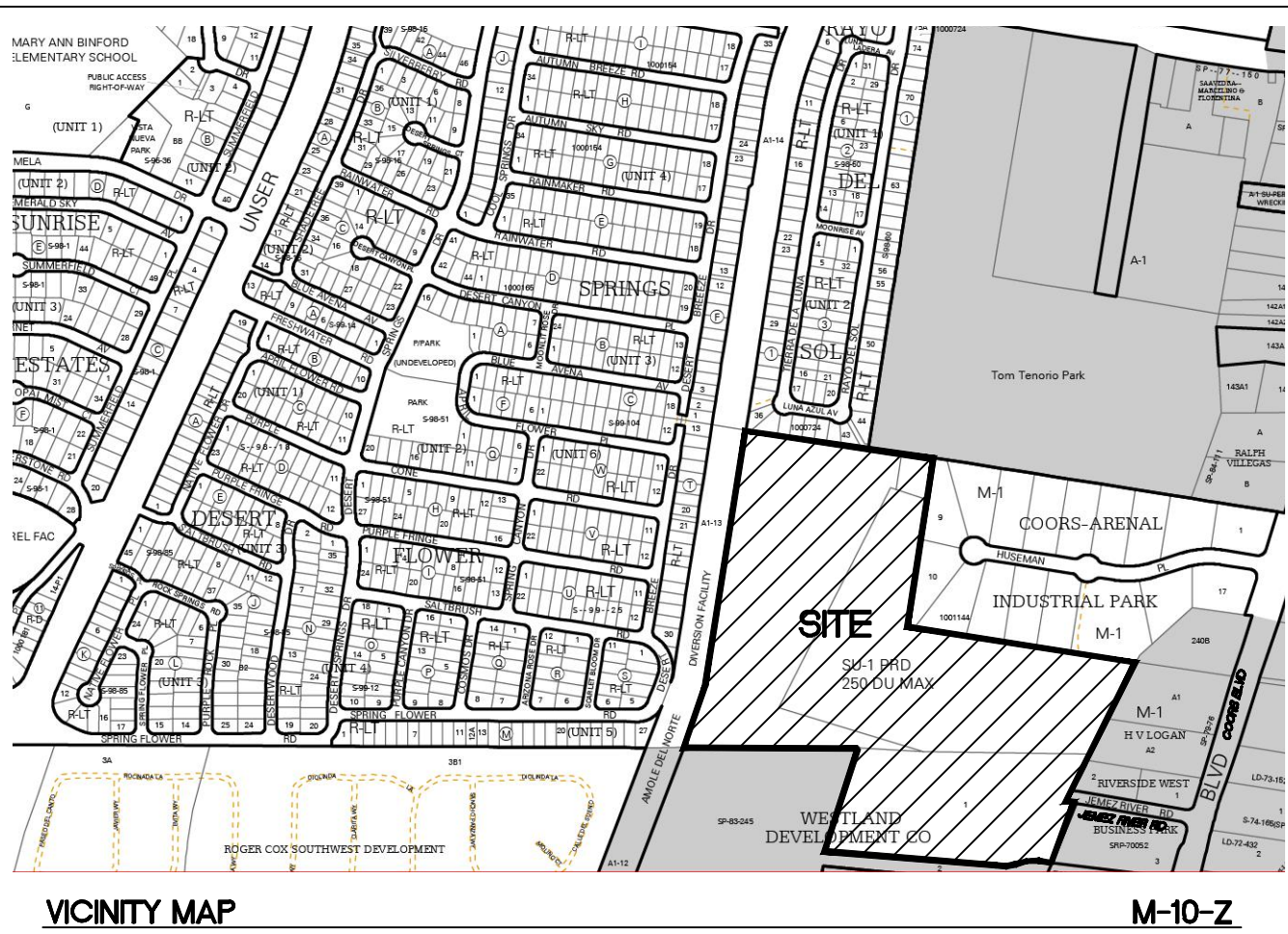
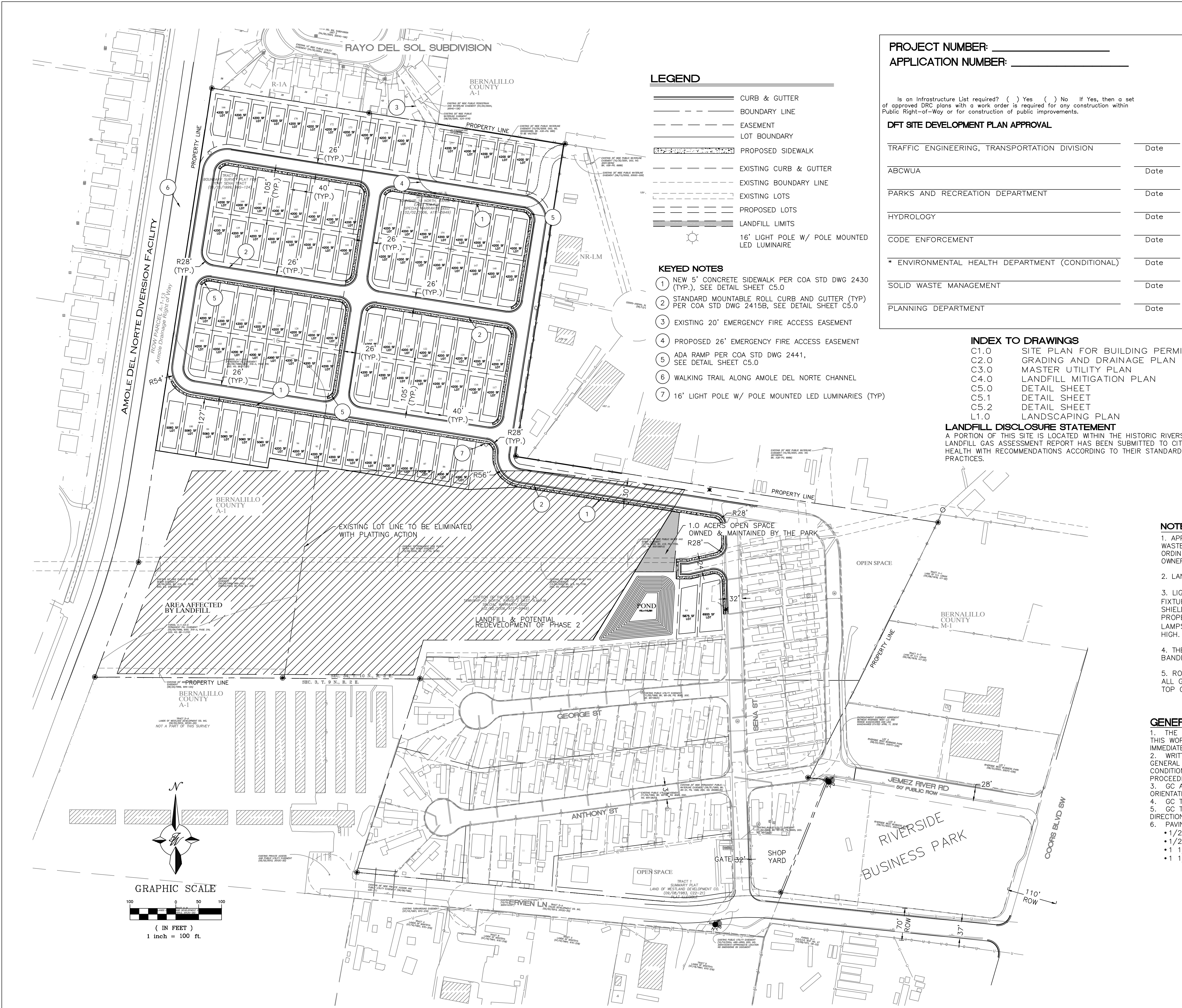
- \_\_\_ 5) Letter of authorization from the property owner if application is submitted by an agent
- \_\_\_ 6) Letter describing, explaining, and justifying the request per the criteria in DPM – Chapter 2
- \_\_\_ 7) Proof of Pre-Application Meeting with City staff per IDO Section 14-16-6-4(B)

**PUBLIC NOTICE DOCUMENTATION**

- \_\_\_ 8) Sign Posting Agreement – **this step is not required if waiver is to be heard with a minor subdivision plat**
- \_\_\_ 9) Required Content of Notice at Submittal per IDO Section 14-16-6-4(K)(1)
  - \_\_\_ Office of Neighborhood Coordination notice inquiry response
  - \_\_\_ Buffer map and list of property owners within 100 feet (excluding public rights-of-way) provided by the Planning Department - **this step is not required if waiver is to be heard with a minor subdivision plat**
  - \_\_\_ 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
  - \_\_\_ Proof of first class mailing to affected Neighborhood Association representatives and property owners within 100 feet – **this step is not required if waiver is to be heard with a minor subdivision plat**
- \_\_\_ 10) Interpreter Needed for Hearing? \_\_\_ if yes, indicate language: \_\_\_







RIVERSIDE MOBILE HOME PARK 2911 ERVIE LN SW ALBUQUERQUE, NM 87121	
TOTAL AREA:	40.82 AC
EXIST AREA:	14.41 AC
PROPOSED AREA:	26.41 AC
EXISTING LOTS:	82
40'x105' PROPOSED LOTS:	91
(MAX MOBILE HOME LENGTH:	80 FT)
5,000SF+ PROPOSED LOTS:	8
(MAX MOBILE HOME LENGTH:	102 FT)
TOTAL LOTS:	181

- NOTES:
- APPROVAL OF THIS PLAN DOES NOT CONSTITUTE OR IMPLY EXEMPTION FROM WATER WASTE PROVISIONS OF THE WATER CONSERVATION LANDSCAPING AND WATER WASTE ORDINANCE WATER WASTE MANAGEMENT IS THE SOLE RESPONSIBILITY OF THE PROPERTY OWNER.
  - LANDSCAPE MAINTENANCE SHALL BE THE RESPONSIBILITY OF THE OWNER.
  - LIGHT POLES SHALL BE A MAXIMUM OF 20' FEET WITH FULL CUT OFF LIGHT FIXTURES. LIGHT FIXTURES SHALL BE A MAXIMUM OF 20' WITH FULL CUT OFF SHIELDS ON FIXTURES SO THAT NO FUGITIVE LIGHT SHALL ESCAPE BEYOND THE PROPERTY LINE. THE LIGHT FIXTURES SHALL BE FULLY SHIELDED WITH HORIZONTAL LAMPS. LIGHT POLES WITHIN 100' OF RESIDENTIAL ZONING SHALL BE LIMITED TO 16' HIGH.
  - THERE SHALL BE NO BACKLIT, PLASTIC, OR VINYL AWNINGS OR ILLUMINATED PLASTIC BANDING ON SIGNAGE.
  - ROOF EQUIPMENT SHALL BE BELOW PARAPET HEIGHT AND SCREENED FROM VIEW. ALL GROUND MOUNTED EQUIPMENT SHALL BE SCREENED BY SCREEN WALLS WITH TOP OF EQUIPMENT BELOW TOP OF SCREEN WALL.

- GENERAL NOTES - SITE PLANS:
- THE CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS PRIOR TO COMMENCING THIS WORK. IN CASE OF ANY DISCREPANCIES, THE ARCHITECT SHALL BE NOTIFIED IMMEDIATELY AND WORK SHALL NOT COMMENCE WITHOUT APPROVAL FROM THE ARCHITECT.
  - WRITTEN DIMENSIONS OF DRAWINGS SHALL HAVE PRECEDENCE OVER SCALED DIMENSIONS. THE GENERAL CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS AT THE BUILDING SITE, AND REPORT ANY DISCREPANCIES TO THE ARCHITECT PRIOR TO PROCEEDING WITH THE WORK.
  - GC AND LIGHTING CONTRACTOR TO ENSURE SITE LIGHTING FIXTURE HEADS HAVE THE CORRECT ORIENTATION. REFER TO PHOTOMETRIC DRAWINGS FOR HEAD PLACEMENT.
  - GC TO COORDINATE SITE, SECURE LAYOUT AND CONDUIT SIZE & LOCATION WITH THE OWNER.
  - GC TO ENSURE PAVING AT ALL EXITS SHALL NOT EXCEED A 2% MAX SLOPE IN ALL DIRECTIONS.
  - PAVING SHALL BE LOWER THAN THE BUILDING SLAB BY THE FOLLOWING AMOUNTS UNO:
    - 1/2" @ ALL EXIT DOORS
    - 1/2" @ ALL SHOWROOM GLAZING LOCATIONS
    - 1 1/2" @ OVERHEAD DOORS
    - 1 1/2" @PRE-FAB METAL WALL PANELS

ENGINEER'S SEAL	SOUTH VALLEY MHP ALBUQUERQUE, NM	DRAWN BY JL
11/2/2023	SITE DEVELOPMENT PLAN	DATE 11/2/2023
VINCENT P. CARRICA P.E. #16212	TERRA WEST, LLC 5571 MIDWAY PARK PL NE ALBUQUERQUE, NEW MEXICO 87109 (505) 858-3100 www.tierrawestllc.com	DRAWING 2022056-SP
		SHEET # C1.0
		JOB # 2022056



December 7, 2023

Development Hearing Officer  
City of Albuquerque  
P.O. Box 1293  
Albuquerque, NM 87103

RE: **DHO SIDEWALK WAIVER  
RIVERSIDE MOBILE HOME PARK  
TR 1 OF SUMMARY PLAT LAND DIVISION OF WESTLAND DEVELOPMENT  
CO INC TOGETHER WITH A TR OF LAND WITHIN THESE ¼ SE ¼ SEC 34  
T1 ON R2E TR OF LAND EASET OF AMOLE DEL NORTE DIVERSION  
CHANNEL NORTH OF SECTION LINE OF SECTIONS 34 & 3 For a \* Unit  
Mobile Home Park  
ZONE ATLAS PAGE: M-10-Z**

The purpose of this letter is to authorize **Tierra West, LLC** to act as agent on behalf of **David H. Reynolds**, owner(s) of the real property described above, pertaining to any and all submittals made to the City of Albuquerque for the above-referenced site.

David H. Reynolds

Print Name



Signature

Owner

Title

12-8-23

Date



December 11, 2023

Development Hearing Officer  
City of Albuquerque  
P.O. Box 1293  
Albuquerque, NM 87103

RE: DHO SIDEWALK WAIVER  
TR 1 OF SUMMARY PLAT LAND DIVISION OF WESTLAND DEVELOPMENT CO INC  
TOGETHER WITH A TR OF LAND WITHIN THESE ¼ SE ¼ SEC 34 T1 ON R2E  
TR OF LAND EAST OF AMOLE DEL NORTE DIVERSION CHANNEL NORTH OF  
SECTION LINE OF SECTIONS 34 & 3 For a \* Unit Mobile Home Park  
ZONE ATLAS PAGE: M-10-Z

Dear Development Hearing Officer:

### **Request**

Tierra West LLC on behalf of Riverside West LLC respectfully requests a DHO – Waiver. We are requesting a waiver from the DPM provision as cited below:

Section 7-4(E)(1) Public Sidewalks 7-4(E)(1)(i)  
General Provisions

1. All roads in the City right-of-way or roadway easements shall include distinct and accessible pedestrian accommodations. Alleyways are exempt from the requirement for separate pedestrian accommodations.
2. All new roadway construction shall include sidewalks and landscape/buffer zones installed on both sides of the street.

The proposed Site Plan does not provide sidewalks on both sides of the street as required in the provision above. We are requesting the sidewalk waiver for the proposed development to maximize the number of affordable units, and to mitigate costs to ensure affordability. Remediation of the subject site is a considerable amount of the construction costs associated with the development, and by acquiring a sidewalk waiver we can keep costs low and affordable for residents. The proposed site plan will mitigate the landfill and ensure a safe living space for current and future residents. The request meets all the review and justification criteria as outlined in IDO 6-6(P)(3). It also aligns with the Albuquerque Comp Plan Goals and Policies regarding Housing as follows:

Goal 9.1 Supply – Ensure a sufficient supply and range of high-quality housing types that meet current and future needs at a variety of price levels to ensure more balanced housing options.

Policy 9.1.1 Housing Options: Support the development, improvement, and conservation of housing for a variety of income levels and types of residents and households.



The request is consistent with the above goal and policy because it will provide 96 new mobile homes and will contribute to balanced housing options in the City. It also supports the development, conservation, and the improvement of the existing 82 units.

This request is a part of an overall Site Plan to be reviewed by the EPC at the January 18th, 2024, hearing. The applicant is proposing to expand the existing manufactured home community, adding an additional 96 new homes to the existing 82 units and situation on approximately 40.82 acres. We applied for the Site Plan – EPC process to be heard in January.

### **Site Information**

The subject site is comprised of 40.82 acres and is currently zoned R-MC, Residential-Manufactured Home Community. This proposed development is comprised of two properties. The first, hereafter referred to as the “East Property”, is legally described as TR 1 of Summary Plat Land Division of Westland Development Co Inc Together With a TR of Land Within These  $\frac{1}{4}$  SE  $\frac{1}{4}$  Sec 34 T1 on R2E TR of Land East Of Amole Del Norte Diversion Channel North of Section Line of Sections 34 & 3 The second, hereafter referred to as the “West Property”, is legally described as Tr of Land East of Amole Del Norte Diversion Channel North of Section Line of Sections 34 and 3 Cont. 8.4022 AC M/L. The intent is to expand an existing mobile home park on that site. There are two primary entrances to the site, one on Ervin Ln SW and the other on Jemez Rive Rd SW, and emergency access easement has been granted through the Rayo del Sol Subdivision to the north to serve as secondary fire access.



Figure 1: Subject Site Outlined in Red

### **Landfill Disclosure**

We are providing the following statement Per IDO Section 6-4(S)(5) Landfill Gas Mitigation Approval:

The subject property is located (near / on) a closed landfill. Due to the subject property being (near / on) a closed landfill, certain precautionary measures may need to be taken to ensure the health and safety of the public.

Recommendations made by a professional engineer with expertise in landfills and landfill gas issues (as required by the most current version of the Interim Guidelines for Development within City Designated Landfill Buffer Zones of the City Environmental Health Department) shall be consulted prior to development of the site. See figure 2, below:

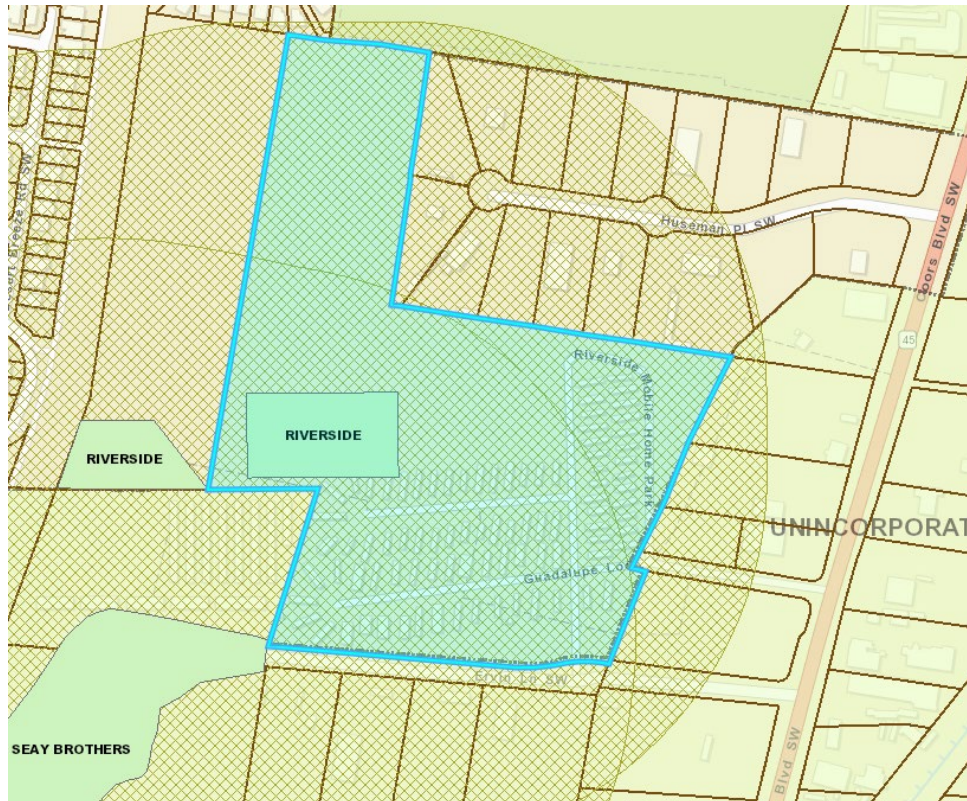


Figure 2: Landfill and Landfill Buffers

### EPC Site Plan

Concurrent to this submittal, we have applied for a Site Plan - EPC. We have submitted this request on December 7th for the January 18th, 2024, EPC hearing. Staff has indicated that the Waiver – DHO should be heard first before being heard at EPC.

### History

The existing portion of the manufactured home community was developed in 1996 over 14.4 acres of the East Property. Portions of both the East Property and West Property are within historic construction landfill areas that were in operation and then filled between 1991 and 1996. Both properties are owned by Riverside West, LLC.



### **Existing Conditions**

Surrounding land use and zoning: Nearby uses are primarily R-1A to the north, NR-LM east of the site. R-MC and Unincorporated Area (Bernalillo County) west and south.

Surrounding Zoning and Land Use		
NORTH	R-1A, Unincorporated Area	Rayo Del Sol Subdivision, Tom Tenorio Park
EAST	NR-LM	Desert Flower Subdivision
SOUTH	UNINCORPORATED AREA	Vacant Land
WEST	R-1A, R-MC	Duke City Fueling, OCD Rocky Mountain Food Distributor, Marathon Petroleum Corp, Oil Refinery

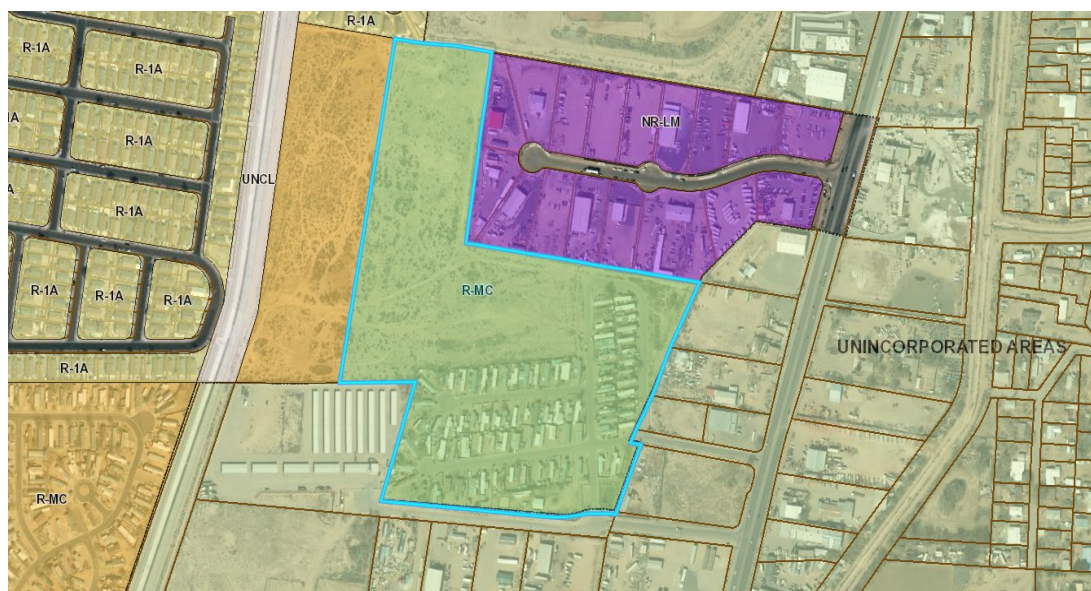


Figure 3: Subject Site Zoning

### **Proposed Site Plan**

The proposed mobile home park expansion will be located over the undeveloped portions of the East Property and West Property excluding the bulk footprint of the historic landfill. Partner ESI is preparing a landfill gas report to determine which, if any, areas of the proposed development will require additional remediation measures. We are currently working with the City of Albuquerque, Bernalillo County and NMDOT on the requirements to maintain these access points.

### **Landfill Impacts**

We have discussed landfill impacts with Paul Olsen, Principal Engineer at City Environmental Health. We have provided the appropriate mitigation measures per his direction.

### **Justification**

The requested Waiver – DHO meets all the requirements as outlined below.

#### **6-6(P)(3) Review and Decision Criteria**

IDO Section 6-6(P)(3)(a): An application for a Waiver – DHO shall be approved if it complies with all of the following criteria:

1. Any of the following criteria applies.
  - a. There are pre-existing obstructions that cannot be easily or economically relocated or should not be altered, such as grades, fills, water courses, natural topographic features, man-made obstructions, or utility lines.
  - b. The area or site has been recognized as having historical, archeological, and/or architectural significance by the City, State, or federal government, and a Waiver is needed and appropriate to maintain such historical, archeological, and/or architectural significance.
  - c. The established neighborhood character or landscaping on the site would be damaged to a degree that outweighs the public interest in the City's normal technical standards in that location.
  - d. Varying from the normal requirements and standards will encourage flexibility, economy, effective use of open space, or ingenuity in design of a subdivision, in accordance with accepted principles of site planning.

*RESPONSE: This sidewalk waiver request meets Criteria A, C and D.*

*The request for a waiver meets criterion A as all or a portion is located within the closed Riverside Landfill and the associated Landfill Buffer as described in IDO. Considering the subject site's proximity to the Landfill and its location within the Landfill buffer, minimal disturbance of the existing grade is ideal for development.*

*It meets Criteria C because the neighborhood is notably characterized by a general lack of sidewalks. While the curb and gutter are present, there are few instances of walkable sidewalk, and most of these areas are on corners. Therefore, the request facilitating development of sidewalks on one side of the road would result in development that reinforces the character of the previously constructed part of the neighborhood.*

*The sidewalk waiver request meets Criteria D because the neighborhood is designed to contain affordable housing, and the sidewalk waiver would facilitate a lower construction price and thereby result in lower housing costs, resulting in a more economic development as intended. Furthermore, circulation is adequate with only one side of sidewalk, demonstrating effective use of open space. It also aligns with the Albuquerque Comp Plan Goals and Policies regarding Housing as follows:*

*Goal 9.1 Supply – Ensure a sufficient supply and range of high-quality housing types that meet current and future needs at a variety of price levels to ensure more balanced housing options.*



*Policy 9.1.1 Housing Options: Support the development, improvement, and conservation of housing for a variety of income levels and types of residents and households.*

*The request is consistent with the above goal and policy because it will provide 96 new mobile homes and will contribute to balanced housing options in the City. It also supports the development, conservation, and the improvement of the existing 82 units.*

2. The Waiver will not be materially contrary to the public safety, health, or welfare.

*RESPONSE: This waiver will not be materially contrary to the public safety, health, or welfare because it affects roads in a private area, where speed limits and traffic are significantly lower than in public areas. There will not be heavy traffic as the area is private and not directly connected to a high-traffic public road. Therefore, the exclusion of the second side of the sidewalk will not be contrary to public safety, health, or welfare.*

3. The Waiver does not cause significant material adverse impacts on surrounding properties.

*RESPONSE: This waiver does not cause significant material adverse impacts on surrounding properties because it does not change the material conditions of the surrounding properties. Rather, the change would match the existing character of the rest of the neighborhood. Furthermore, as discussed, the fact that the site is private property tucked away from major streets means that there will be very little traffic outside of residents and their guests coming and going. Because of these factors, there will be no significant material adverse impacts on surrounding properties.*

4. The Waiver will not hinder future planning, public right-of-way acquisition, or the financing or building of public infrastructure improvements.

*RESPONSE: This waiver will not hinder future planning, public right-of-way acquisition, or the financing or building of public infrastructure improvements because it only affects small portions of the property.*

5. The Waiver will not conflict significantly with the goals and provisions of any City, County, or AMAFCA adopted plan or policy, the IDO, or any other City code ordinance.

*RESPONSE: This waiver will not conflict significantly with the goals and provisions of any City, County, or AMAFCA adopted plan or policy, the IDO, or any other City code ordinance; the sidewalk waiver is a minor request made to create a more economic development. All other aspects of this project align with the aforementioned goals and provisions, and the sidewalk waiver, if approved, would not allow for development that significantly conflicts with these goals and provisions.*

6. The Waiver will not allow, encourage, or make possible undesired development in the 100-year Floodplain.

*RESPONSE: This waiver will not allow, encourage, or make possible undesired development in the 100-year Floodplain as the proposed development lies in an area of minimal flood hazard and therefore will have minimal effect on the 100-year Floodplain.*

7. The Waiver will not materially undermine the intent and purpose of this IDO, the applicable zone district, or any applicable Overlay Zone.

*RESPONSE: This waiver will not materially undermine the intent and purpose of this IDO, the applicable zone district, or any applicable Overlay Zone. First, the approval of this waiver would not undermine the intent of the R-MC zone district – in fact, it would facilitate the development of an affordable mobile home community that is otherwise in complete compliance with the IDO, encouraging development that otherwise would not happen without significant changes. Second, the site does not fall within any Overlay Zones. Therefore, the change facilitated by this waiver, if approved, will not materially undermine any aspects of the IDO.*

8. The Waiver does not allow a lot or type of development that does not meet the applicable Development Standards for the zone district where the lot is located, unless a deviation to such standards is within the thresholds established by Subsection 14-16-6-4(P) (Deviations) and is granted by the DHO as part of this approval.

*RESPONSE: The approval of this waiver would not allow for a lot or type of development that does not meet the applicable Development Standards for the zone district where the lot is located. The proposed development is a mobile home park, which is permitted in the R-MC zone district, and the approval of this waiver would not allow for a type of lot or development not allowed in the R-MC zone. There are no other deviations being requested for this development.*

9. The Waiver approved is the minimum necessary to provide redress without being inconsistent with the provisions of this Subsection 14-16-6-6(P).

*RESPONSE: This waiver, if approved, would be the minimum necessary to provide redress without being inconsistent with these provisions. The inclusion of one-sided sidewalks is the minimum that could provide adequate circulation for the low-intensity mobile home park use, as it is private land, and the number of visitors and therefore need for sidewalk will be significantly lower than an area with high traffic.*

10. If the request is for a Waiver to IDO sidewalk requirements, the area is of low-intensity land use to an extent that the normal installation of sidewalks will not contribute to the public welfare, and the absence of a sidewalk will not create a gap in an existing sidewalk system extended to 1 or more sides of the subject property.

*RESPONSE: This DHO – Sidewalk Waiver is for a development in an area of low-intensity land use, a mobile home park zoned R-MC, and the normal installation of sidewalks would not contribute to the public welfare, nor would the absence of a sidewalk on the other side create a gap in an existing sidewalk system extended to 1 or more sides of the subject property. The R-MC zone is the third-least intense residential zoning district and is characterized by small low-density communities of manufactured homes. The Riverside Mobile Home Park community is located off a major street (Coors Blvd.) and this extension will be even further isolated from any major streets. Therefore, the normal installation of sidewalks would not overall contribute to the public welfare.*

Closing



We respectfully request approval of the DHO – Sidewalk Waiver. If you have any questions or need additional information regarding this matter, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Lozoya', with a stylized, cursive script.

Sergio Lozoya

Cc: Perry Burget  
Kyndra Robidoux

JN: 2022056  
sl/jg/aj

## PRE-APPLICATION REVIEW NOTES

PA#: 23-013 Notes Provided (date):   

Site Address and/or Location: 2911 Ervien Ln SW, Albuquerque nm 87121 5018 (Coors Blvd 7 Ervien Lane. )

Pre-application notes are for informational purposes only and are non-binding and do not constitute any type of approval and are not certificates of zoning. Additional research may be necessary to determine the exact type of process and/or application required. Factors unknown and/or thought of as minor at this time could become significant as a case progresses.

**Request** Expansion of an existing Manufactured Home Community comprised of 82 homes to 96 homes.

### Basic Site Information

**Current Use(s):** Low-density Residential

**Size (acreage):** 30 acres existing plus 10 additional =40

Dwelling, Mobile home.

**Zoning:** R-MC

**Overlay Zone(s):** NA

### Comprehensive Plan Designations

**Corridor(s):** w/in 660' of Coors Major Transit

**Development Area:** Area of Change and

**Corridor**

**Consistency.**

**Near Major Public Open Space (MPOS)?:**   

**Center:** NA

### Integrated Development Ordinance (IDO)

Please refer to the IDO for requirements regarding dimensional standards, parking, landscaping, walls, signage, etc. <https://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance>

**Proposed Use(s):** Dwelling, Mobile Home (Manufactured Home)

**Use Specific Standards:** IDO 14-16-4-3(B)(2) see page 152

### Applicable Definition(s):

#### Manufactured Home

A structure transportable in one or more sections that is built on a permanent chassis, is designed for use with or without a permanent foundation when connected to the required utilities, and meets the construction safety standards of the federal Manufactured Housing Act of 1974. Similar structures that do not meet the construction safety standards of that Act are referred to as mobile homes and are not allowed to be installed in the city. For the purposes of this IDO, manufactured homes are considered single-family detached dwellings. See also Dwelling Definitions for Dwelling, Mobile Home and Dwelling, Single-family Detached.

**Sensitive Lands:** *Please see IDO Section 14-16-5-2 for information about required analysis, development standards, and changes to process that may result if this Section applies.*

### Notice

Neighborhood Meeting Offer Required? (see IDO Table 6-1-1). If yes, please refer to:

<https://www.cabq.gov/planning/urban-design-development/neighborhood-meeting-requirement-in-the-integrated-development-ordinance>

### Process

**Decision Type(s)** (see IDO Table 6-1-1): Requires a public Hearing: Site Plan-EPC

**Specific Procedure(s)\*:** 6-6(I)(2) or IDO page 481

*\*Please refer to specific procedures for relevant decision criteria required to be addressed.*

Decision Making Body/ies: EPC

Is this a PRT requirement? No

### Handouts Provided

- |  |   |  |   |
|--|---|--|---|
| <input type="checkbox"/> Zoning Map Amendment      | <input type="checkbox"/> Site Plan Amendments | <input checked="" type="checkbox"/> Site Plan- EPC | <input type="checkbox"/> Site Plan- DHO |
| <input type="checkbox"/> Site Plan- Administrative | <input type="checkbox"/> Variance-ZHE         | <input type="checkbox"/> Conditional Use           | <input type="checkbox"/> Subdivision    |
| <input type="checkbox"/> Site History/Research     | <input type="checkbox"/> Transportation       | <input type="checkbox"/> Hydrology                 | <input type="checkbox"/> Fire           |

*If you have additional questions after reviewing these notes, or would like to schedule a follow up call or meeting, please contact Staff at [planningprt@cabq.gov](mailto:planningprt@cabq.gov). Please include the PA# with your inquiry.*

### Additional Notes:

- Existing Site Development Plan for Subdivision: Riverside West Estates PR # 1000976 for Tracts 1 & 2 totaling 40.9 acres. For 243 single family detached homes and a private park. The site was never developed and has expired pursuant to IDO 14-16-6-4(X).
- PR-2018-001482: An Arch Ordinance was completed on 8-24-2018 & sketch plat in February 2023.
- Since the site is in an area of change next to an area of consistency specific development standards must be followed. Please see: 5-6(E)(5) Area of Change Next to Area of Consistency IDO page 308.
- See IDO 14-16-2-3(C) or page 17 for Use and Development Standards that must be followed for the R-MC zone district.

### Applicant Question:

- We would like process information for both the EPC submittal and the separate DHO submittal we'll make for the lot line elimination. Also, can you please confirm if a PRT meeting is a requirement to make an EPC submittal?
  - The applicant received a sketch plat on 2-1-2023 which satisfies Pre-application requirements for the DHO platting process. (PR-2018-001482)
  - The request requires Site Plan-EPC review and approval due to the presence of sensitive lands, the Riverside and Seay Brothers Landfill that is located in the center and south of the subject site. Additionally, Flood zone A, Amole Del Norte Div. Ch. Is adjacent to the site on the West (AMAFCA & City).
  - A Pre-application (PRT) meeting is not required for this request, but if it was, these notes would satisfy the requirement. A pre-application review satisfies the requirement and if any additional questions or clarification is needed after receiving your notes from City Staff, we can set up a follow up call or Zoom meeting.
  - See attached handout for process information about the EPC.
    - All required forms can be found through the links on the sheet.
    - For specific application materials Please review the Development Review (EPC Application, form P1, and the site plan checklist forms, which can all be found under the Urban Design & Development Forms header: [Download Forms & Applications — City of Albuquerque \(cabq.gov\)](#)



## Adam Johnstone

---

**From:** webmaster@cabq.gov  
**Sent:** Tuesday, December 5, 2023 9:05 AM  
**To:** Donna Bohannon  
**Cc:** onc@cabq.gov  
**Subject:** Public Notice Inquiry Sheet Submission  
**Attachments:** IDOZoneAtlasPage\_M-10-Z.pdf

Public Notice Inquiry For:

Environmental Planning Commission

If you selected "Other" in the question above, please describe what you are seeking a Public Notice Inquiry for below:

Contact Name

Donna Bohannon

Telephone Number

505-858-3100

Email Address

djb@tierrawestllc.com

Company Name

Tierra West, LLC

Company Address

5571 Midway Park PI NE

City

Albuquerque

State

NM

ZIP

87109

Legal description of the subject site for this project:

Tract 1 of Summary Plat Land Division of Westland Development Inc. Together with a Tract of Land Within Section 34 T10N R2E; and Tract of Land East of Amole Del Norte Diversion Channel North of Section Line of Section 34 & 3

Physical address of subject site:

2911 Ervien Ln SW

Subject site cross streets:

Coors Blvd SW & Arenal Rd SW

Other subject site identifiers:

This site is located on the following zone atlas page:

M-10-Z

Captcha

x

## Adam Johnstone

---

**From:** Office of Neighborhood Coordination <onc@cabq.gov>  
**Sent:** Tuesday, December 5, 2023 12:17 PM  
**To:** Donna Bohannan  
**Subject:** 2911 Ervien Ln SW\_Public Notice Inquiry Sheet Submission\_EPC

Dear Applicant:

As of Tuesday, December 5, 2023, there are **NO** neighborhood associations to notify. You will need to attach a copy of this e-mail from the Office of Neighborhood Coordination (ONC) to your application when you submit it to the Planning Department.

Please note that the ONC does not have any jurisdiction over any other aspect of your application beyond this neighborhood contact information. We can't answer questions about sign postings, pre-construction meetings, permit status, site plans, buffers, or project plans, so we encourage you to contact the Planning Department at: 505-924-3857 Option #1, e-mail: [devhelp@cabq.gov](mailto:devhelp@cabq.gov), or visit: <https://www.cabq.gov/planning/online-planning-permitting-applications> with those types of questions.

Thank you.



**Vanessa Baca**

Manager

Office of Neighborhood Coordination (ONC) | City Council Department | City of Albuquerque  
(505) 768-3331 Office

E-mail: [vanessabaca@cabq.gov](mailto:vanessabaca@cabq.gov)

Website: [www.cabq.gov/neighborhoods](http://www.cabq.gov/neighborhoods)



---

**From:** webmaster@cabq.gov <webmaster@cabq.gov>  
**Sent:** Tuesday, December 5, 2023 9:05 AM  
**To:** Office of Neighborhood Coordination <djb@tierrawestllc.com>  
**Cc:** Office of Neighborhood Coordination <onc@cabq.gov>  
**Subject:** Public Notice Inquiry Sheet Submission

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

Public Notice Inquiry For:

Environmental Planning Commission

If you selected "Other" in the question above, please describe what you are seeking a Public Notice Inquiry for below:

Contact Name

Donna Bohannon

Telephone Number

505-858-3100

Email Address

[djb@tierrawestllc.com](mailto:djb@tierrawestllc.com)

Company Name

Tierra West, LLC

Company Address

5571 Midway Park Pl NE

City

Albuquerque

State

NM

ZIP

87109

Legal description of the subject site for this project:

Tract 1 of Summary Plat Land Division of Westland Development Inc. Together with a Tract of Land Within Section 34 T10N R2E; and Tract of Land East of Amole Del Norte Diversion Channel North of Section Line of Section 34 & 3

Physical address of subject site:

2911 Ervien Ln SW

Subject site cross streets:

Coors Blvd SW & Arenal Rd SW

Other subject site identifiers:

This site is located on the following zone atlas page:

M-10-Z

Captcha

x