



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 checked="" 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 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: Nazish LLC		Phone: 505-315-6563
Address: 8504 Waterford Pl. N.E.		Email:
City: Albuquerque	State: NM	Zip: 87122
Professional/Agent (if any): THE Group / Ron Hensley		Phone: 505-410-1622
Address: 300 Branding Iron Rd. SE		Email: ron@thegroup.cc
City: Rio Rancho	State: NM	Zip: 87124
Proprietary Interest in Site: Engineer / Agent		List all owners:

BRIEF DESCRIPTION OF REQUEST

Sketch Plat

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

Lot or Tract No.: 31	Block: 4	Unit: 3 Tract 2
Subdivision/Addition: North Albuquerque Acres	MRGCD Map No.:	UPC Code: 101906402833121802
Zone Atlas Page(s): C-19	Existing Zoning: MX-L	Proposed Zoning:
# of Existing Lots: 1	# of Proposed Lots: 5	Total Area of Site (acres): 0.56

LOCATION OF PROPERTY BY STREETS

Site Address/Street: **7003 Signal Ave.** Between: **Louisiana Blvd.** and: **Eagle Springs Dr.**

CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)

Signature:	Date: 11/19/18
Printed Name: Ron Hensley	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent

FOR OFFICIAL USE ONLY

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

FORM S2: SUBDIVISION OF LAND – MINOR ACTIONS

Please refer to the DRB minor case schedule for meeting dates and deadlines. Bring original Mylar of plat with property owner's and City Surveyor's signatures on it to the meeting. 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.

A Variance – DRB for the Bulk Transfer of Land requires application on Form V in addition to this FORM S2.

☐ INFORMATION REQUIRED FOR ALL MINOR SUBDIVISION APPLICATIONS

- ☐ Interpreter Needed for Hearing? _____ if yes, indicate language: _____
- ☐ Zone Atlas map with the entire site clearly outlined and labeled

☒ SKETCH PLAT REVIEW AND COMMENT

- ☐ Scale drawing of the proposed subdivision plat (7 copies, folded)
- ☐ Site sketch with measurements showing structures, parking, building setbacks, adjacent rights-of-way and street improvements, if there is any existing land use (7 copies, folded)
- ☐ Letter describing, explaining, and justifying the request

☐ MAJOR SUBDIVISION FINAL PLAT APPROVAL

- ☐ Proposed Final Plat (7 copies, 24" x 36" folded)
- ☐ Design elevations & cross sections of perimeter walls (3 copies)
- ☐ Copy of recorded IIA
- ☐ DXF file and hard copy of final plat data for AGIS submitted and approved
- ☐ Landfill disclosure and EHD signature line on the Mylar if property is within a landfill buffer

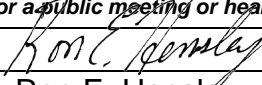

☐ MINOR SUBDIVISION PRELIMINARY/FINAL PLAT APPROVAL

- ☐ Sites 5 acres or greater: Archaeological Certificate in accordance with IDO Section 14-16-6-5(A)
- ☐ Proposed Preliminary / Final Plat with property owner's and City Surveyor's signatures on the plat prior to submittal. (7 copies, folded)
- ☐ Cross sections of proposed streets (3 copies, 11" by 17" maximum)
- ☐ Site sketch with measurements showing structures, parking, building setbacks, adjacent rights-of-way and street improvements (to include sidewalk, curb & gutter with distance to property line noted) if there is any existing land use (7 copies, folded)
- ☐ Letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-6(I)
- ☐ Form DRWS Drainage Report, Grading and Drainage Plan, and Water & Sewer Availability Statement submittal information
- ☐ Proposed Infrastructure List, if applicable
- ☐ Landfill disclosure and EHD signature line on the Mylar if property is within a landfill buffer
- ☐ DXF file and hard copy of final plat data for AGIS submitted and approved

☐ MINOR AMENDMENT TO PRELIMINARY PLAT

- ☐ Proposed Amended Preliminary Plat, Infrastructure List, and/or Grading Plan (7 copies, folded)
- ☐ Original Preliminary Plat, Infrastructure List, and/or Grading Plan (7 copies, folded)
- ☐ Infrastructure List, if applicable
- ☐ Letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-4(X)(2)

Note: Any application that does not qualify as a Minor Amendment in IDO Section 14-16-6-4(X) must be processed as a Major Amendment. See Form S1.

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: 11/19/2018
Printed Name: Ron E. Hensley	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent
FOR OFFICIAL USE ONLY	
Project Number:	Case Numbers
	-
	-
	-
Staff Signature:	
Date:	



The **H**ENSLEY **E**NGINEERING **G**ROUP

November 19, 2018

DRB Chair
City of Albuquerque
PO Box 1293
Albuquerque, NM 87103

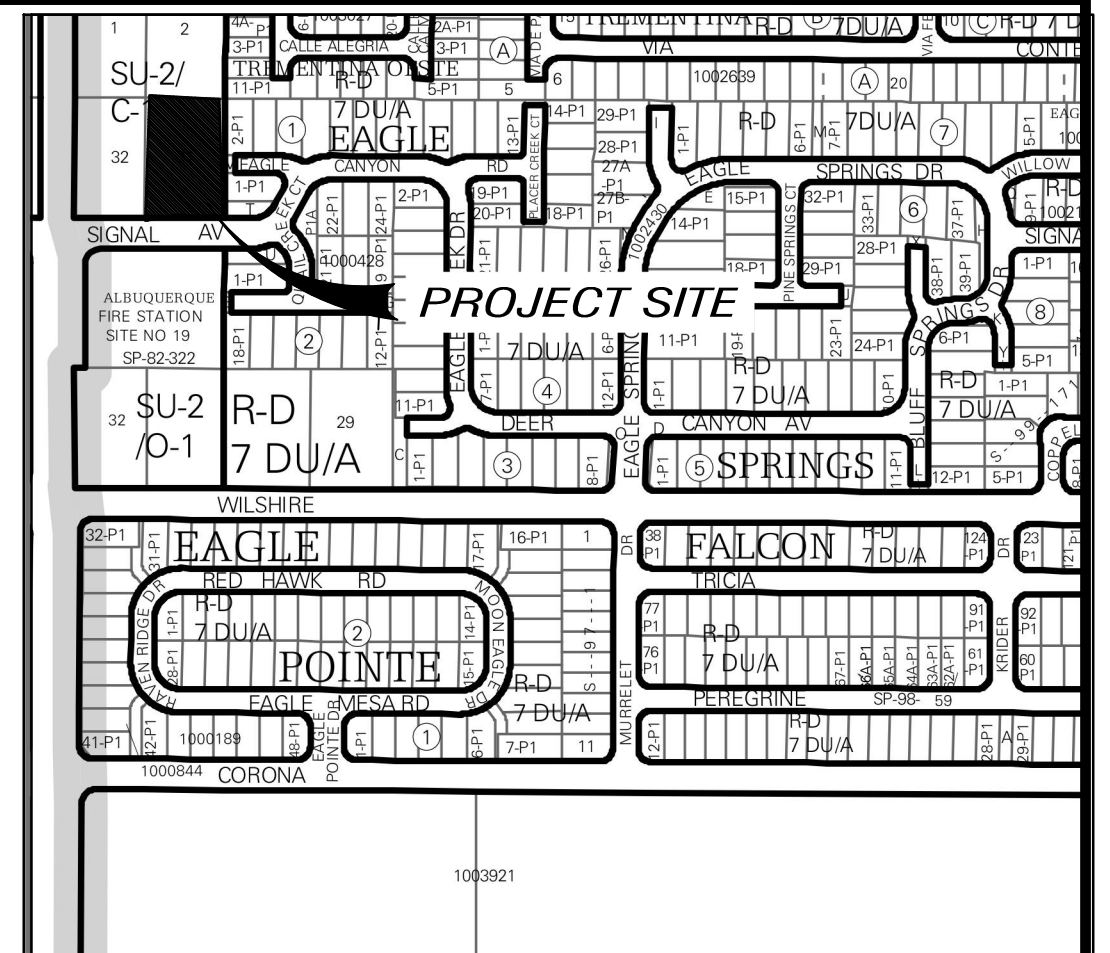
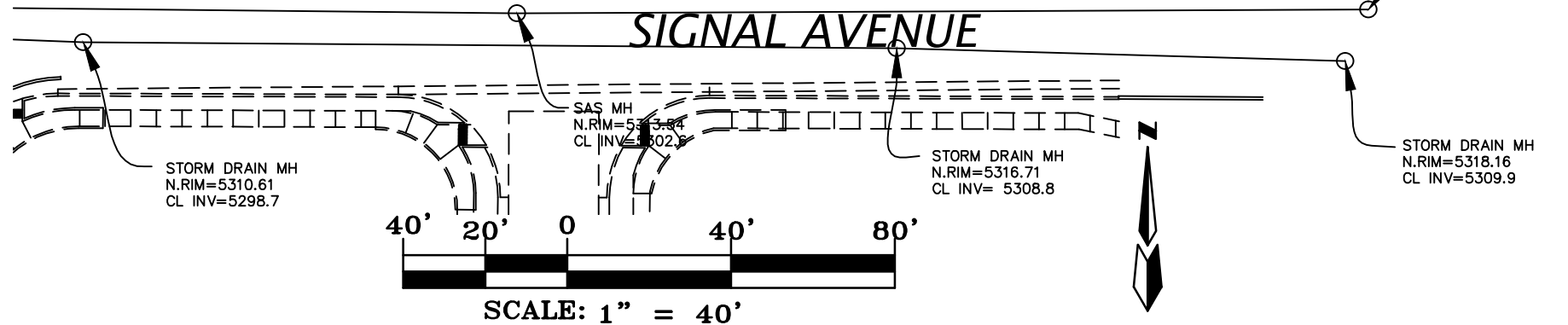
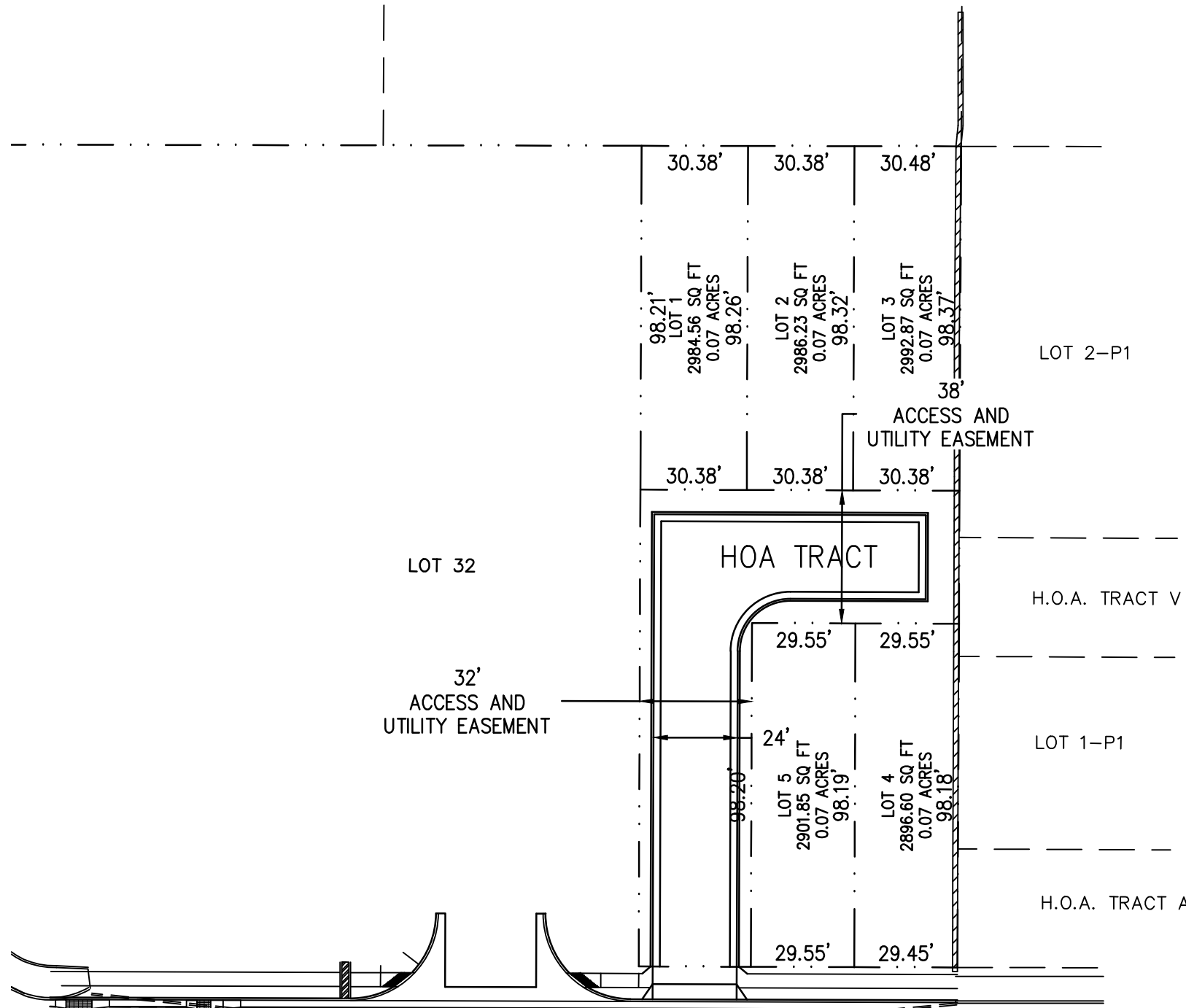
Re: Signal Lane Subdivision Sketch Plat

Attached is a preliminary plat and design variance submittal for a subdivision located within zone atlas page C-19.

The subdivision is a replat of "Lots 31 Block 4 Unit 3 Tract 2 of North Albuquerque Acres" and is located at the intersection of Louisiana Boulevard and Wilshire Avenue. The plat would create ten lots from the existing site.

As agent for the owners, we are requesting comment on the City requirements to approve the proposed subdivision. Please contact me at 410-1622 or via email if you have any questions or comments.

Ron E. Hensley P.E.
ron@thegroup.cc



ZONE ATLAS: C-19

SCALE: NONE

VICINITY MAP

LEGAL DESCRIPTION
SIGNAL LANE SUBDIVISION
(BEING A REPLAT OF LOT 31, BLOCK 3, UNIT 3, TRACT 2)
WITHIN NORTH ALBUQUERQUE ACRES
IN PROJECTED SECTION 17, TOWNSHIP 11 NORTH, RANGE 4 EAST
ELENA GALLEGOS LAND GRANT NEW MEXICO PRINCIPAL MERIDIAN CITY
OF ALBUQUERQUE BERNALILLO COUNTY, NEW MEXICO

LEGEND	
	PROPERTY LINE
	NEW CURB & GUTTER
	EXISTING CURB