



## DEVELOPMENT REVIEW BOARD APPLICATION

Please check the appropriate box(es) and refer to supplemental forms for submittal requirements. All fees must be paid at the time of application.

<b>SUBDIVISIONS</b>		<input type="checkbox"/> Final Sign off of EPC Site Plan(s) (Form P2)
<input type="checkbox"/> Major – Preliminary Plat (Form P1)	<input type="checkbox"/> Amendment to Site Plan (Form P2)	<input type="checkbox"/> Vacation of Public Right-of-way (Form V)
<input type="checkbox"/> Minor – Preliminary/Final Plat (Form S2)	<b>MISCELLANEOUS APPLICATIONS</b>	
<input type="checkbox"/> Major - Final Plat (Form S1)	<input type="checkbox"/> Extension of Infrastructure List or IIA (Form S1)	<input type="checkbox"/> Vacation of Public Easement(s) DRB (Form V)
<input type="checkbox"/> Amendment to Preliminary Plat (Form S2)	<input type="checkbox"/> Minor Amendment to Infrastructure List (Form S2)	<b>PRE-APPLICATIONS</b>
<input type="checkbox"/> Extension of Preliminary Plat (Form S1)	<input type="checkbox"/> Temporary Deferral of S/W (Form V2)	<input type="checkbox"/> Sketch Plat Review and Comment (Form S2)
	<input type="checkbox"/> Sidewalk Waiver (Form V2)	
<b>SITE PLANS</b>		<b>APPEAL</b>
<input checked="" type="checkbox"/> DRB Site Plan (Form P2)	<input type="checkbox"/> Waiver to IDO (Form V2)	<input type="checkbox"/> Decision of DRB (Form A)
	<input type="checkbox"/> Waiver to DPM (Form V2)	
<b>BRIEF DESCRIPTION OF REQUEST</b>		
Request approval of Site Plan and Infrastructure List for Phase II of Viva Paradise Town Home Development		

<b>APPLICATION INFORMATION</b>		
Applicant: John Lowe		Phone: 505-688-6834
Address: 449 Live Oak Ln. NE		Email: jlowe14@comcast.net
City: Albuquerque	State: NM	Zip: 87122
Professional/Agent (if any): Don Briggs PE CFM		Phone: 505-249-4843
Address: 5324 Oakledge Ct. NW		Email: donbriggsengineering@gmail.com
City: Albuquerque	State: NM	Zip: 87120
Proprietary Interest in Site:		List all owners: Buglo Properties
<b>SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)</b>		
Lot or Tract No.: Lots 10A, 11A, 12A, 12B	Block:	Unit: 1
Subdivision/Addition: Paradise Hills Investment Properties	MRGCD Map No.:	UPC Code:
Zone Atlas Page(s): B-11-Z	Existing Zoning: MX L	Proposed Zoning: MX L
# of Existing Lots: 4	# of Proposed Lots: 4	Total Area of Site (Acres): 2.5187
<b>LOCATION OF PROPERTY BY STREETS</b>		
Site Address/Street: 5212, 5216, 5220 Buglo NW	Between: Basha St. NW	and: Sierra Morena St. NW
<b>CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)</b>		

Signature:		Date: 11-15-19
Printed Name: Don Briggs		<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent
<b>FOR OFFICIAL USE ONLY</b>		
Case Numbers	Action	Fees
Meeting Date:		Fee Total:
Staff Signature:	Date:	Project #



**FORM P2: SITE PLAN – DRB**

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

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 on a CD. PDF shall be organized with the Development Review Application and this Form P2 at the front followed by the remaining documents in the order provided on this form.

☒ **SITE PLAN – DRB**☐ **MAJOR AMENDMENT TO SITE PLAN – DRB**☐ **EXTENSION OF SITE PLAN – DRB**

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

X PDF of application as described above

X Zone Atlas map with the entire site clearly outlined and labeled

X Letter of authorization from the property owner if application is submitted by an agent

NA Sites 5 acres or greater: Archaeological Certificate in accordance with IDO Section 14-16-6-5(A) (not required for Extension)

X Signed Traffic Impact Study (TIS) Form

X Signed Form DRWS Drainage Report, Grading and Drainage Plan, and Water & Sewer Availability Statement filing information (not required for Extension)

X Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-6(G)(3)

NA Explanation and justification of requested deviations, if any, in accordance with IDO Section 14-16-6-4(O)

*Note: If requesting more than allowed by deviation, a Variance – ZHE or Variance – DRB will be required, as applicable.*

X Proof of Pre-Application Meeting with City staff per IDO Section 14-16-6-4(B) (not required for Extension)

X Proof of Neighborhood Meeting per IDO Section 14-16-6-4(C)

X Office of Neighborhood Coordination neighborhood meeting inquiry response

X Proof of email with read receipt OR Certified Letter offering meeting to applicable associations

X If a meeting was requested or held, copy of sign-in sheet and meeting notes

X Sign Posting Agreement

X Required notices with content per IDO Section 14-16-6-4(K)(6)

X Office of Neighborhood Coordination notice inquiry response

X Copy of notification letter and proof of first class mailing

X Proof of emailed notice to affected Neighborhood Association representatives

X Buffer map and list of property owners within 100 feet (excluding public rights-of-way) provided by Planning Department or created by applicant, copy of notifying letter, and proof of first class mailing

X Completed Site Plan Checklist

X Site Plan and related drawings (7 copies, 24" x 36" folded to fit into an 8.5" x 14" pocket)

X Copy of the original approved Site Plan or Master Development Plan (for amendments only) (1 copy, 24" x 36")

X Site Plan and related drawings reduced to 8.5" x 11" format (1 copy)

NA Landfill disclosure statement per IDO Section 14-16-5-2(G) if site is within a designated landfill buffer zone

X Infrastructure List, if required

**FINAL SIGN-OFF FOR MASTER DEVELOPMENT PLANS AND SITE PLANS – EPC**

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

\_\_\_ PDF of application as described above

\_\_\_ Zone Atlas map with the entire site clearly outlined and labeled

\_\_\_ Letter of authorization from the property owner if application is submitted by an agent

\_\_\_ Solid Waste Department signature on Site Plan

\_\_\_ Signed Form DRWS Drainage Report, Grading and Drainage Plan, and Water & Sewer Availability Statement filing information

\_\_\_ Approved Grading and Drainage Plan

\_\_\_ Copy of Site Plan with Fire Marshal's stamp, i.e. "Fire 1" plan (not required for Master Development Plans)

\_\_\_ Copy of EPC Notice of Decision and letter explaining how each EPC condition has been met

\_\_\_ Site Plan and related drawings (7 copies, 24" x 36" folded to fit into an 8.5" x 14" pocket)

\_\_\_ Site Plan and related drawings reduced to 8.5" x 11" format (1 copy)

\_\_\_ Infrastructure List, if required

**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, if required, or otherwise processed until it is complete.**

Signature: Don Briggs

Date: 11-15-19

Printed Name: **Don Briggs**

☐ Applicant or ☒ Agent

**FOR OFFICIAL USE ONLY**

Case Numbers:

Project Number:

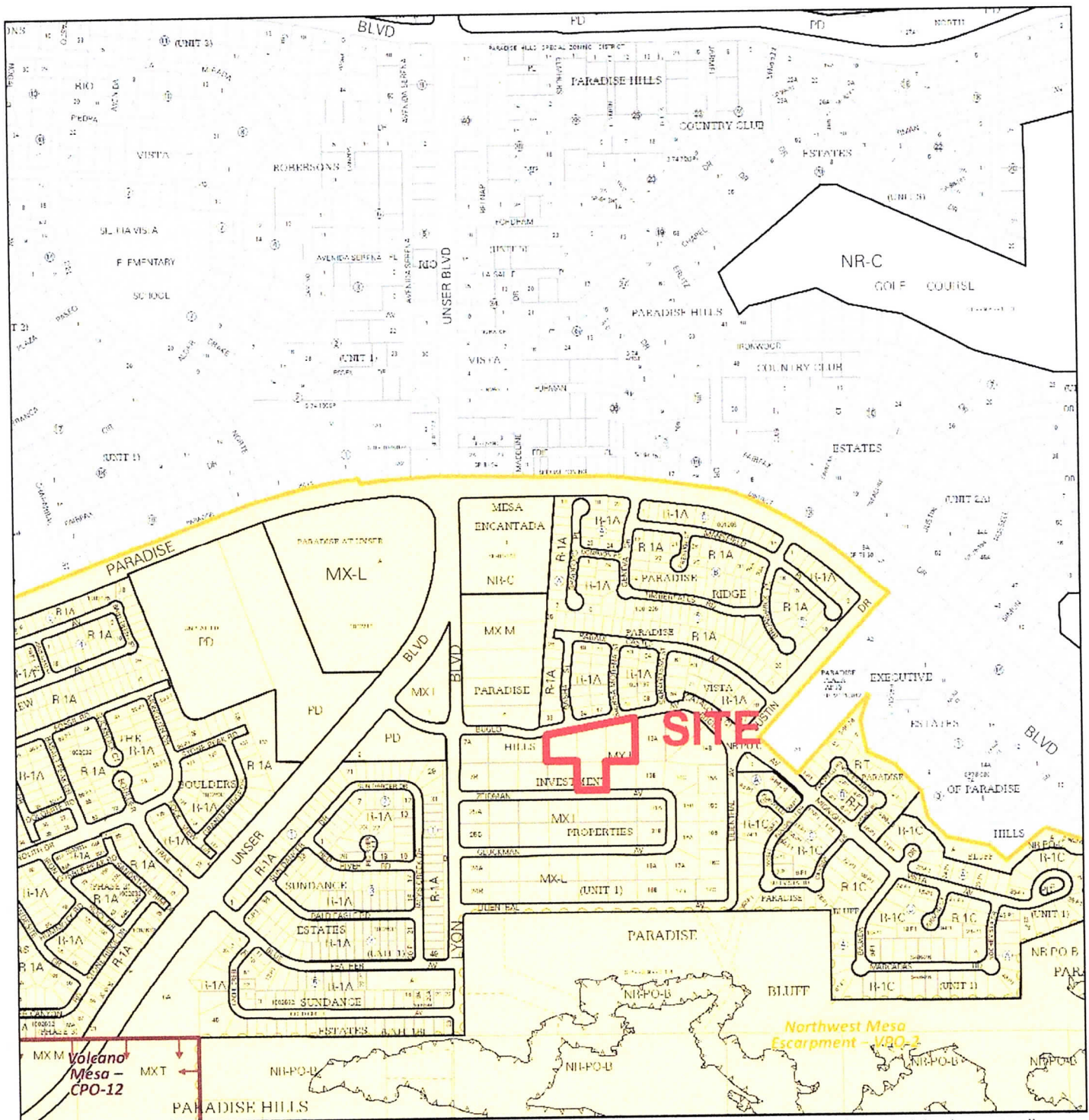
**PR-2019-2333**

Staff Signature:

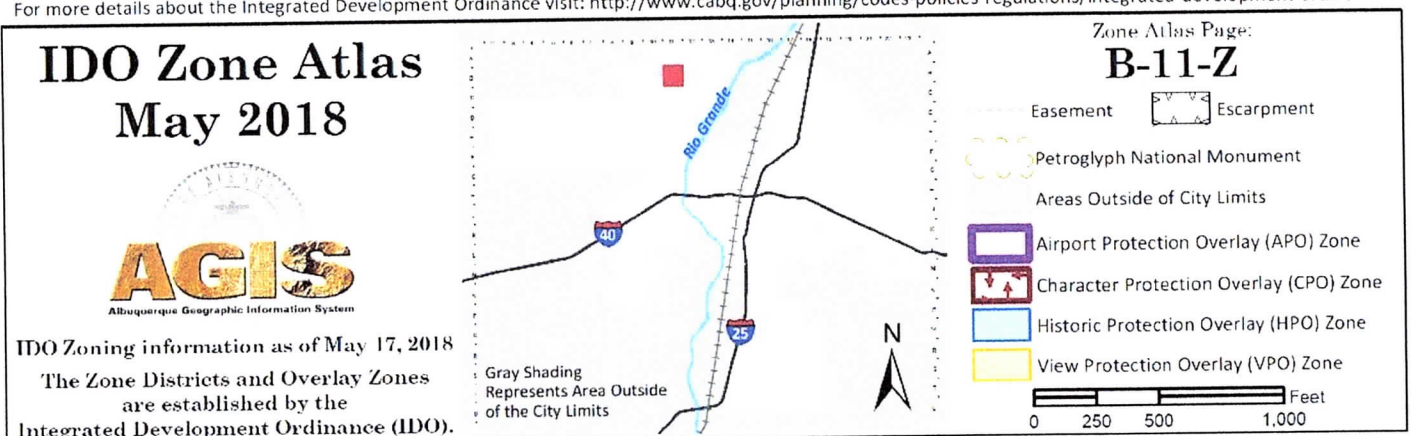
Date:







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



# Property Owner's Agent Authorization

Re: PR-2019-002333

Site

Address: 5512, 5516, 5520 Buglo Ave NW

I, John S. Lowe, Managing Member of Buglo Properties LLC, Owner of the above referenced property, hereby authorize Don Briggs of Don Briggs Engineering LLC to serve as a duly authorized agent for the purpose of platting, permitting and engineering the project referenced above.



John S. Lowe  
Member/Manager  
Buglo Properties, LLC  
449 Live Oak Loop NE  
Albuquerque, NM 87122  
505-688-6834



# CITY OF ALBUQUERQUE

## TRAFFIC IMPACT STUDY (TIS) FORM

APPLICANT: John Lowe/Don Briggs Engineering DATE OF REQUEST: 11/12/19 ZONE ATLAS PAGE(S): B-11-Z

### CURRENT:

ZONING MX-L  
PARCEL SIZE (AC/SQ. FT.) 2.52/109,715

### LEGAL DESCRIPTION:

LOT OR TRACT # 10A, 11A, 12A, 11B BLOCK #   
SUBDIVISION NAME Paradise Hills Invest. Prop.

### REQUESTED CITY ACTION(S):

ANNEXATION ☐

ZONE CHANGE ☐: From  To

SECTOR, AREA, FAC, COMP PLAN ☐

AMENDMENT (Map/Text) ☐

### SITE DEVELOPMENT PLAN:

SUBDIVISION\* ☐ AMENDMENT ☐

BUILDING PERMIT ☒ ACCESS PERMIT ☐

BUILDING PURPOSES ☐ OTHER ☐

\*includes platting actions

### PROPOSED DEVELOPMENT:

NO CONSTRUCTION/DEVELOPMENT ☐

NEW CONSTRUCTION ☒

EXPANSION OF EXISTING DEVELOPMENT ☐

### GENERAL DESCRIPTION OF ACTION:

# OF UNITS: 12 exist. 23 Proposed TOWN HOMES

BUILDING SIZE: 2460/unit (sq. ft.)

**Note:** changes made to development proposals / assumptions, from the information provided above, will result in a new TIS determination.

APPLICANT OR REPRESENTATIVE Don Briggs  
(To be signed upon completion of processing by the Traffic Engineer)

DATE 11-12-19

Planning Department, Development & Building Services Division, Transportation Development Section -  
2<sup>ND</sup> Floor West, 600 2<sup>nd</sup> St. NW, Plaza del Sol Building, City, 87102, phone 924-3994

TRAFFIC IMPACT STUDY (TIS) REQUIRED: YES ☐ NO ☒ BORDERLINE ☐

THRESHOLDS MET? YES ☐ NO ☒ MITIGATING REASONS FOR NOT REQUIRING TIS: PREVIOUSLY STUDIED: ☐  
Notes:

If a TIS is required: a scoping meeting (as outlined in the development process manual) must be held to define the level of analysis needed and the parameters of the study. **Any subsequent changes to the development proposal identified above may require an update or new TIS.**

[Signature]  
TRAFFIC ENGINEER

11/14/19  
DATE

Required TIS **must be completed prior to applying to the EPC and/or the DRB.** Arrangements must be made prior to submittal if a variance to this procedure is requested and noted on this form, otherwise the application may not be accepted or deferred if the arrangements are not complied with.

TIS -SUBMITTED / /  
-FINALIZED / /

TRAFFIC ENGINEER

DATE

Revised January 20, 2011

**FORM DRWS: DRAINAGE REPORT/GRADING AND DRAINAGE PLAN / WATER & SANITARY SEWER AVAILABILITY**

THIS FORM IS REQUIRED WITH THE DEVELOPMENT REVIEW BOARD APPLICATION FOR SUBDIVISIONS AND SITE PLANS.

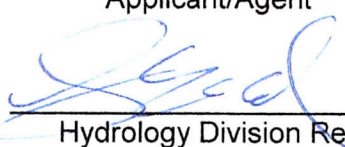
PROJECT NAME: Viva Paradise Phase II Townhomes

AGIS MAP # B-11-Z

LEGAL DESCRIPTIONS: Lots 10A, 11A, 12A, 11B  
Paradise Hills Investment  
Properties

     **DRAINAGE REPORT/GRADING AND DRAINAGE PLAN**

A drainage report/grading and drainage plan, as per the Drainage Ordinance, was submitted to the City of Albuquerque Planning Department, Hydrology Division (2<sup>nd</sup> /Ground Floor, Plaza del Sol) on \_\_\_\_\_ (date).

\_\_\_\_\_  
Applicant/Agent  
  
\_\_\_\_\_  
Hydrology Division Representative

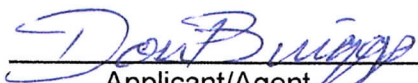

\_\_\_\_\_  
Date  
11/14/19  
\_\_\_\_\_  
Date

**NOTE: A GRADING AND DRAINAGE PLAN MUST BE APPROVED PRIOR TO DRB APPROVAL**

☒ **WATER AND SEWER AVAILABILITY STATEMENT**

A complete request for Water and Sanitary Sewer Availability was made for this project to the Water Authority (online: [http://www.abcwua.org/Availability\\_Statements.aspx](http://www.abcwua.org/Availability_Statements.aspx)) on 11-14-19 (date).

#191106

  
\_\_\_\_\_  
Applicant/Agent  
  
\_\_\_\_\_  
ABCWUA Representative

11-14-19  
\_\_\_\_\_  
Date  
12/10/19  
\_\_\_\_\_  
Date

**PROJECT #** \_\_\_\_\_





November 14, 2019

City of Albuquerque  
Development Review Board

RE: Site Plan Review Request 5512 Buglo Ave. NW

To whom it may concern,  
Mr. John Lowe is proposing to develop three adjacent lots to 5512 Buglo Ave. NW as Phase II of the Viva Paradise Town Home development. Phase I of the development is located on 5512 Buglo Ave. and has been completed.

This request is submitted to obtain approval of the proposed Site Plan and Infrastructure List associated with the Phase II development. The Site Plan has been designed to meet the requirements of the IDO and also provides proposed infrastructure improvements required for development of this property.

Thank you for your assistance on this matter. We look forward to meeting with you.

Sincerely

Don Briggs PE CFM  
Don Briggs Engineering LLC

# PRE-APPLICATION REVIEW TEAM (PRT) MEETING NOTES

PA# 19-330 Date: 11-19-19 Time: 1:30 pm

Address: Buglo Ave. NW (5512, 5516, 5520)

## AGENCY REPRESENTATIVES AT MEETING:

Planning: Catalina Lehner

Code Enforcement: Carl Garcia

Fire Marshall: \_\_\_\_\_

Transportation: Meghan Madandan

Other: \_\_\_\_\_

## PRT DISCUSSIONS ARE FOR INFORMATIONAL PURPOSES ONLY!

THEY ARE NON-BINDING AND DO NOT CONSTITUTE ANY KIND OF APPROVAL..

Additional research may be necessary to determine the exact type of application and/or process needed.  
Factors unknown at this time and/or thought of as minor could become significant as the case progresses.

REQUEST: prepared phase II of townhome development

## SITE INFORMATION:

Zone: MX-L Size: ≈ 2.6 acres

Use: townhomes (1 duplex) Overlay Zone: no

Comp Plan Area Of: Consistency Comp Plan Corridor: no

Comp Plan Center: no MPOS or Sensitive Lands: no predios marcosas canyon-South.

Parking: table 5-5-1, p. 229. MR Area: no

Landscaping: \_\_\_\_\_ Street Trees: \_\_\_\_\_

Use Specific Standards: 4-3(B)(5), p. 229 p. 138

Dimensional Standards: table 5-1-2, p. 194 p. 194

\*Neighborhood Organization/s: Westside Coalition, Paradise Hills Civic

\*This is preliminary information only. Neighborhood Organization information is only accurate when obtained from the Office of Neighborhood Coordination (ONC) at [www.cabq.gov/neighborhoods/resources](http://www.cabq.gov/neighborhoods/resources).

## PROCESS:

Replat DRB, site plan

Type of Action: amendment - site plan and/or site plan-admin

Review and Approval Body: Staff - or Is this PRT a requirement? no - if minor  
or by approving  
body of major amndmt. no  
DRB yes



PRE-APPLICATION REVIEW TEAM (PRT) MEETING NOTES

PA# 19-330 Date: 11-19-19 Time: 1:30 pm

Address: Buglo Ave NW (5512, 5516, 5520)

NOTES: \_\_\_\_\_

- Dwelling definitions p.459 see Dwelling, townhouse
- townhouse is a permissive use in the MX-L zone
- former zoning SU-1 for C-1 uses.
- old project #'s: 1003918 - 3C denied  
1010902 - site plan.
- follow existing approved site plan or amendment.  
- major or minor amendment: 6-4(4) - p.368
- phase I - done
- need to replot - DRB
- Duplex not allowed in MX-L.
- open space - required 200 sf 250 sf for ea 2 bedroom
- Def of usable open space - p.480
- sketch plat at DRB for Q. re: detention pond
- Dwelling Definitions - p.458 no others fit  
unless proposed site plan is revised.
- Sidewalk - deviation from standard drawing?  
waiver DRB - p. 6-6(L)(3). must prove in writing
- TCL checklist, follow to make sure OK.
- DRB for replot + hydro + transportation issues.

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<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00
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Total Postage and Fees	\$4.05

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Street and Apt. No., or P.O. Box \_\_\_\_\_  
City, State, ZIP+4® \_\_\_\_\_

PS Form 3800, April 2013

Postmark Here  
NOV 14 2019  
0109 49

Westside Coalition of  
Neighborhood Associations  
Attn: Harry Hendriksen  
10592 Rio Del Sol NW  
Albuquerque, NM 87114

7018 1130 0002 3425 6520

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<input type="checkbox"/> Return Receipt (electronic)	\$0.00
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Westside Coalition of  
Neighborhood Associations  
Attn: Rene Horvath  
5515 Palomino Drive, NW  
Albuquerque, NM 87114

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City, State, ZIP+4® \_\_\_\_\_

PS Form 3800, April 2013

Postmark Here  
NOV 14 2019  
0109 49

Paradise Hills Civic Association  
Attn: Tom Anderson  
10013 Plunkett Drive, NW  
Albuquerque, NM 87114

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City, State, ZIP+4® \_\_\_\_\_

PS Form 3800, April 2013

Postmark Here  
NOV 14 2019  
0109 49

Paradise Hills Civic Association  
Attn: Maria Warren  
5020 Russell Drive, NW  
Albuquerque, NM 87114





Don Briggs <donbriggsengineering@gmail.com>

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**FW: PR-2019-002333**

1 message

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**John Lowe** <jlowe14@comcast.net>  
To: Don Briggs <donbriggsengineering@gmail.com>

Wed, Nov 27, 2019 at 6:44 AM

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**From:** Maria Warren <samralphroxy@yahoo.com>  
**Sent:** Tuesday, November 26, 2019 7:30 AM  
**To:** phcassoc@gmail.com; John Lowe <jlowe14@comcast.net>  
**Subject:** Re: PR-2019-002333

Confirmed, John. Thank you for the call about the Buglo Properties project.

Regards,  
Maria Warren  
PHCA Secretary

On Tuesday, November 26, 2019, 05:16:20 AM MST, John Lowe <jlowe14@comcast.net> wrote:

Dear Ms. Warren,

Per our conversation via telephone yesterday afternoon, you do **not** want to schedule a meeting to discuss our project, PR-2019-002333.

Please reply to this email and confirm. Thank you.

Respectfully,

*Buglo Properties LLC*

John S. Lowe  
505-688-6834  
jlowe14@comcast.net

---

**From:** John Lowe  
**Sent:** Saturday, November 16, 2019 2:34 PM  
**To:** samralphroxy@yahoo.com  
**Subject:** PR-2019-002333

Paradise Hills Civic Association  
Attn: Maria Warren  
5020 Russell Drive, NW  
Albuquerque, NM 87114

**RE: Public Notice of PR-2019-002333**

Dear Ms. Warren:

Please disregard the previously mailed notice dated November 14, 2019 regarding the above-referenced Public Notice. This matter is not on the agenda of the December 11, 2019 hearing, and will not be reviewed or decided by the Albuquerque DRB on that date. I apologize for causing any confusion.

In accordance with the procedures of the City of Albuquerque's Integrated Development Ordinance (IDO) Subsection 14-16-6-4(C) Neighborhood Meeting, we are providing you an opportunity to discuss the application we will be making for a project proposed in or near your neighborhood. This would be an informal meeting where Buglo Properties would present the proposal, and we can discuss any ideas or concerns you may have. Per the IDO, you have 15 days from the date of this letter to respond, by either 1) requesting a meeting or 2) declining the meeting. If you do not respond within 15 days, you are waiving the opportunity for a Neighborhood Meeting, and we can submit our application anytime thereafter. We would like to submit our application on or before January 10, 2019.

If you would like to meet, please provide the date of your next regular neighborhood meeting, or suggest a few alternative dates that fall within 30 days of your response to this letter. Before submitting our application, we will send mailed and/or emailed Public Notice as required by IDO Table 6-1-1 to make you aware of the public hearing at which the project will be reviewed and decided by the City.

Attached please find the site plan and elevations for the Viva Paradise Town Homes (Phase II) development proposed by Buglo Properties LLC, located at 5512, 5516 and 5520 Buglo Avenue NW. Phase I of this Town Home development (shown in faded grey on the site plan, to the east of the proposed new construction) has been completed. Phase II will consist of eight new buildings (23 town home units) which will be identical to the four existing buildings (12 units).



If you have any questions or concerns, please contact me by phone or email at my contact information shown below.

Respectfully,

*Buglo Properties LLC*

John S. Lowe

505-688-6834

jlowe14@comcast.net

cc: Westside Coalition of Neighborhood Associations



Don Briggs <donbriggsengineering@gmail.com>

---

**FW: PR-2019-002333**

4 messages

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**John Lowe** <jlowe14@comcast.net>

Wed, Nov 27, 2019 at 7:19 AM

To: Don Briggs <donbriggsengineering@gmail.com>

Cc: Carolyn Lowe <ceejaylo@comcast.net>

Hi Don,

We now have meeting declines from both Home Owner Associations. I was able to get responses because I followed your advice and called each of them. Thanks! Based upon everything we know today, what date should we aim to re-submit? Has the 2020 DRB schedule been published on line? Applications seem to be every Friday, so I am thinking Friday the 6<sup>th</sup> or Friday the 13<sup>th</sup>. We will need to mail notices again to the neighbors within 100' .

John

---

**From:** Harry <hlhen@comcast.net>

**Sent:** Monday, November 25, 2019 1:04 PM

**To:** John Lowe <jlowe14@comcast.net>

**Subject:** Re: PR-2019-002333

not interested in a meeting

Blessings

Harry Hendriksen

On 11/25/2019 12:58 PM, John Lowe wrote:

Dear Mr. Hendrickson,

Per our conversation via telephone this afternoon, you do **not** want to schedule a meeting to discuss our project, PR-2019-002333.

Please reply to this email and confirm. Thank you.

Respectfully,

*Buglo Properties LLC*

John S. Lowe



505-688-6834

jlowe14@comcast.net

**From:** John Lowe  
**Sent:** Saturday, November 16, 2019 2:26 PM  
**To:** hlhen@comcast.net  
**Subject:** PR-2019-002333

Westside Coalition of Neighborhood Associations

Attn: Harry Hendriksen

10592 Rio Del Sol NW

Albuquerque, NM 87114

**RE: Public Notice of PR-2019-002333**

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Please disregard the previously mailed notice dated November 14, 2019 regarding the above-referenced Public Notice. This matter is not on the agenda of the December 11, 2019 hearing, and will not be reviewed or decided by the Albuquerque DRB on that date. I apologize for causing any confusion.

In accordance with the procedures of the City of Albuquerque's Integrated Development Ordinance (IDO) Subsection 14-16-6-4(C) Neighborhood Meeting, we are providing you an opportunity to discuss the application we will be making for a project proposed in or near your neighborhood. This would be an informal meeting where Buglo Properties would present the proposal, and we can discuss any ideas or concerns you may have. Per the IDO, you have 15 days from the date of this letter to respond, by either 1) requesting a meeting or 2) declining the meeting. If you do not respond within 15 days, you are waiving the opportunity for a Neighborhood Meeting, and we can submit our application anytime thereafter. We would like to submit our application on or before January 10, 2019.

If you would like to meet, please provide the date of your next regular neighborhood meeting, or suggest a few alternative dates that fall within 30 days of your response to this letter. Before submitting our application, we will send mailed and/or emailed Public Notice as required by IDO Table 6-1-1 to make you aware of the public hearing at which the project will be reviewed and decided by the City.

Attached please find the site plan and elevations for the Viva Paradise Town Homes (Phase II) development proposed by Buglo Properties LLC, located at 5512, 5516 and 5520 Buglo Avenue NW. Phase I of this Town Home development (shown in faded grey on the site plan, to the east of the proposed new construction) has been completed. Phase II will consist of eight new buildings (23 town home units) which will be identical to the four existing buildings (12 units).

If you have any questions or concerns, please contact me by phone or email at my contact information shown below.

Respectfully,

*Buglo Properties LLC*

John S. Lowe

505-688-6834

jlowe14@comcast.net

cc: Paradise Hills Civic Association

---

**Don Briggs** <donbriggsengineering@gmail.com>  
To: John Lowe <jlowe14@comcast.net>  
Cc: Carolyn Lowe <ceejaylo@comcast.net>

Wed, Nov 27, 2019 at 9:24 AM

Hi John

The 2020 schedule is not available online yet. I have a call into the Planning Department for one.

I would like to submit by the 13th. This will give me a chance to clean up some of the issues I have with correlating all the shared information between each of the plans.

I have attached the revised open space plan showing the calculations. I did not include the area behind buildings 8 and 9

Best Regards

Don

[Quoted text hidden]

--

Sincerely

Don Briggs PE CFM

Don Briggs Engineering LLC

505-249-4843



**Draft Site Plan Open Space.pdf**

259K

---

**John Lowe** <jlowe14@comcast.net>

Wed, Nov 27, 2019 at 2:02 PM

To: Don Briggs <donbriggsengineering@gmail.com>, Carolyn Lowe <ceejaylo@comcast.net>

Hi Don,

Ok, lets shoot for the 13<sup>th</sup>. If last year's schedule will continue unchanged into 2020, our hearing date will be Wednesday, January 8<sup>th</sup> at 9:00 am. I'll mail neighbor letters early, maybe the 10<sup>th</sup> of Dec. and include January 8<sup>th</sup> as the hearing date. I doubt anyone, except Felix, will attend.

The Open Space plan looks terrific! Let's circle around with Hua and Chuck early next week and draw up the 2<sup>nd</sup> pumping station and 2<sup>nd</sup> sewer force main on both on and off site plans, and determine the final line location/detailing for the gas and power lines (maybe pad transformers) and other dry utilities.

Do we need to modify the landscape plan also? You told me the earlier landscape plan version, with scope reduction by me, was inadequate.

John

[Quoted text hidden]



**Draft Site Plan Open Space.pdf**  
259K

---

**Don Briggs** <donbriggsengineering@gmail.com>  
To: John Lowe <jlowe14@comcast.net>

Wed, Nov 27, 2019 at 4:03 PM

Hi John

I'm not sure about the landscape plan yet. I want to read the IDO to find out what their requirements are and get an acceptable plant list.

I should have the utility plan done by next week. I need to get the revised conceptual G&D in this week other wise Renee is going to mark it as inactive.

Here is the DRB Site Plan for your review. I think it has everything on the checklist. Let me know if you want to change anything (colors, text hatch etc)

Best Regards

Don.

[Quoted text hidden]



**Draft Site Plan Sheet 1.pdf**  
3859K



# SIGN POSTING AGREEMENT

## REQUIREMENTS

### POSTING SIGNS ANNOUNCING PUBLIC HEARINGS

All persons making application to the City under the requirements and procedures established by the Integrated Development Ordinance are responsible for the posting and maintaining of one or more signs on the property which is subject to the application, as shown in Table 6-1-1. Vacations of public rights-of-way (if the way has been in use) also require signs. Waterproof signs are provided at the time of application for a \$10 fee per sign. If the application is mailed, you must still stop at the Development Services Front Counter to pick up the sign(s).

The applicant is responsible for ensuring that the signs remain posted throughout the 15-day period prior to any public meeting or hearing. Failure to maintain the signs during this entire period may be cause for deferral or denial of the application. Replacement signs for those lost or damaged are available from the Development Services Front Counter.

1. LOCATION

- A. The sign shall be conspicuously located. It shall be located within twenty feet of the public sidewalk (or edge of public street). Staff may indicate a specific location.
- B. The face of the sign shall be parallel to the street, and the bottom of the sign shall be at least two feet from the ground.
- C. No barrier shall prevent a person from coming within five feet of the sign to read it.

2. NUMBER

- A. One sign shall be posted on each paved street frontage. Signs may be required on unpaved street frontages.
- B. If the land does not abut a public street, then, in addition to a sign placed on the property, a sign shall be placed on and at the edge of the public right-of-way of the nearest paved City street. Such a sign must direct readers toward the subject property by an arrow and an indication of distance.

3. PHYSICAL POSTING

- A. A heavy stake with two crossbars or a full plywood backing works best to keep the sign in place, especially during high winds.
- B. Large headed nails or staples are best for attaching signs to a post or backing; the sign tears out less easily.

4. TIME

Signs must be posted from \_\_\_\_\_ To \_\_\_\_\_

5. REMOVAL

- A. The sign is not to be removed before the initial hearing on the request.
- B. The sign should be removed within five (5) days after the initial hearing.

I have read this sheet and discussed it with the Development Services Front Counter Staff. I understand (A) my obligation to keep the sign(s) posted for (15) days and (B) where the sign(s) are to be located. I am being given a copy of this sheet.

Don Buigard  
(Applicant or Agent)

11-15-19  
(Date)

I issued \_\_\_\_\_ signs for this application, \_\_\_\_\_ (Date), \_\_\_\_\_ (Staff Member)

PROJECT NUMBER: PR-2019-2333

## 100' property map - Viva Paradise Townhouses - Phase II

3 messages

John Lowe <jlowe14@comcast.net>  
 To: "Ewell, Diego" <dewell@cabq.gov>  
 Cc: donbriggsengineering@gmail.com, ceejaylo@comcast.net

Fri, Nov 15, 2019 at 6:48 AM

Diego,

We are submitting for DRB this morning. The DRB submittal list requires that we provide the map that shows all the properties within 100'. Can you please reply to all and email the map with the 100' line shown. Thanks

John

**From:** Ewell, Diego <dewell@cabq.gov>  
**Sent:** Thursday, November 07, 2019 2:01 PM  
**To:** jlowe14@comcast.net  
**Cc:** donbriggsengineering@gmail.com; ceejaylo@comcast.net  
**Subject:** RE: Viva Paradise Townhouses - Phase II

Hello,

Here is the list of property owners within 100 feet of the area marked.

Owner	Owner Address	Owner Address 2
KIM TU MAN & OK SUN KIM	9805 SIERRA MORENA ST NW	ALBUQUERQUE NM 87114-1421
RABADI SHARIF A & SAMIA S TRUSTEES STAR TRUST	11201 SAN ANTONIO DR NE	ALBUQUERQUE NM 87122-1049
RABADI SHARIF A & RABADI SAMIA S TRUSTEES OF THE STAR TRUST	11201 SAN ANTONIO DR NE	ALBUQUERQUE NM 87122-1049
NORTHWEST LAND COMPANY C/O ALAN & RUTH IVENER TRUSTEES	9900 DESERT MOUNTAIN RD NE	ALBUQUERQUE NM 87122-3901
SEDILLO MICHAEL V	9801 SARAGOSSA ST NW	ALBUQUERQUE NM 87114-1416
RABADI SHARIF A & SAMIA S TRUSTEES STAR TRUST	11031 SAN ANTONIO DR NE	ALBUQUERQUE NM 87122-0000
LUNG CHRISTINE J	9805 SARAGOSSA ST NW	ALBUQUERQUE NM 87114
BUGLO PROPERTIES LLC	449 LIVE OAK LP NE	ALBUQUERQUE NM 87122-1406

BUGLO PROPERTIES LLC	449 LIVE OAK LP NE	ALBUQUERQUE NM 87122-1406
CORDOVA ERIK	8416 WILD DUNES RD NW	ALBUQUERQUE NM 87120-3784
MALOY PATRICK W & PADILLA VANESSA J	9805 BASHA ST NW	ALBUQUERQUE NM 87114
LULLIE JAMES C & DEBRA F	9801 SIERRA MORENA ST NW	ALBUQUERQUE NM 87114-1421
BUGLO PROPERTIES LLC	449 LIVE OAK LP NE	ALBUQUERQUE NM 87122-1406
WALSH CHARLES M & JOAN F	9800 BASHA ST NW	ALBUQUERQUE NM 87114
VIDAL CARL	9801 BASHA ST NW	ALBUQUERQUE NM 87114
CARLON RONALD & TAMMY	9800 SIERRA MORENA ST NW	ALBUQUERQUE NM 87114
MONTGOMERY LESLIE D	PO BOX 3363	ALBUQUERQUE NM 87190-3363
BUGLO PROPERTIES LLC	449 LIVE OAK LP NE	ALBUQUERQUE NM 87122-1406
BENDER LESTER R	1343 SEMILLION PL	PROSSER WA 99350
RABADI SHARIF & SAMIA TRUSTEES STAR TRUST	11201 SAN ANTONIO DR NE	ALBUQUERQUE NM 87122-1049
RABADI SHARIF A & SAMIA S TRUSTEES STAR TRUST	11201 SAN ANTONIO DR NE	ALBUQUERQUE NM 87122-1049
ANDERSON SALLIE JO	118 SANDY CREEK TRL	WEATHERFORD TX 76085-5013

Thank You,



Diego Ewell

senior office assistant

administration

o 505.924.3860

e dellow@cabq.gov



**From:** John Lowe [mailto:jlowe14@comcast.net]  
**Sent:** Wednesday, November 06, 2019 4:13 PM  
**To:** Ewell, Diego <dewell@cabq.gov>  
**Cc:** 'Don Briggs' <donbriggsengineering@gmail.com>; 'Carolyn Lowe' <ceejaylo@comcast.net>  
**Subject:** Viva Paradise Townhouses - Phase II

Hi Diego,

We are submitting to DRB Phase II of the Viva Paradise Townhouses. Attached is the Zone Atlas map with the Viva Paradise lots highlighted. The addresses are 5520, 5516, and 5512 Buglo Ave. The legal descriptions are Lots 10A, 11A, 11B, 10A Paradise Investment Properties. I do not have an address for Lot 10B on Beidman Ave.

Would you please provide the list of Property Owners within 100 feet so I can mail the proper notification. Thanks

**John Lowe**

**Panorama Homes Inc.**

**PO Box 94897**

**Albuquerque, New Mexico 87199**

**505.688.6834**

jlowe14@comcast.net

[www.panoramahomes.com](http://www.panoramahomes.com)

=====

This message has been analyzed by Deep Discovery Email Inspector.

---

**John Lowe** <jlowe14@comcast.net>  
To: "Ewell, Diego" <dewell@cabq.gov>  
Cc: Don Briggs <donbriggsengineering@gmail.com>, CeeJayLo@comcast.net

Fri, Nov 15, 2019 at 8:26 AM

Hi Diego,

This was the attachment that was sent to you to generate the original list.

John

**From:** Ewell, Diego <dewell@cabq.gov>  
**Sent:** Friday, November 15, 2019 7:59 AM  
**To:** John Lowe <jlowe14@comcast.net>  
**Subject:** RE: 100' property map - Viva Paradise Townhouses - Phase II


Hello

I will need an atlas page with the property highlighted for me create the buffer map requested.

<https://www.cabq.gov/gis/address-report>

[Quoted text hidden]

---

 **Viva Paradise Zone Atlas Map\_0002.pdf**  
1628K

---

**John Lowe** <jlowe14@comcast.net>  
To: Don Briggs <donbriggsengineering@gmail.com>

Fri, Nov 15, 2019 at 12:21 PM

---

**From:** Ewell, Diego <dewell@cabq.gov>  
**Sent:** Friday, November 15, 2019 11:40 AM  
**To:** John Lowe <jlowe14@comcast.net>  
**Subject:** RE: 100' property map - Viva Paradise Townhouses - Phase II

John,

He is the buffer with the property and the property owners.

Thank You,



Diego Ewell

senior office assistant

administration

o 505.924.3860

e dewell@cabq.gov

[cabq.gov/planning](https://cabq.gov/planning)

**From:** John Lowe [mailto:jlowe14@comcast.net]  
**Sent:** Friday, November 15, 2019 6:48 AM  
**To:** Ewell, Diego <dewell@cabq.gov>  
**Cc:** donbriggsengineering@gmail.com; ceejaylo@comcast.net

[Quoted text hidden]

[Quoted text hidden]

---

**2 attachments**



**Buffer Map to 5512, 5516, 5520, Buglo Ave NW.docx**  
13K



**8.5x11 - 5520, 5516, 5512 Bugalo Ave NW.pdf**  
573K



# 5520, 5516, and 5512 Buglo Ave NW

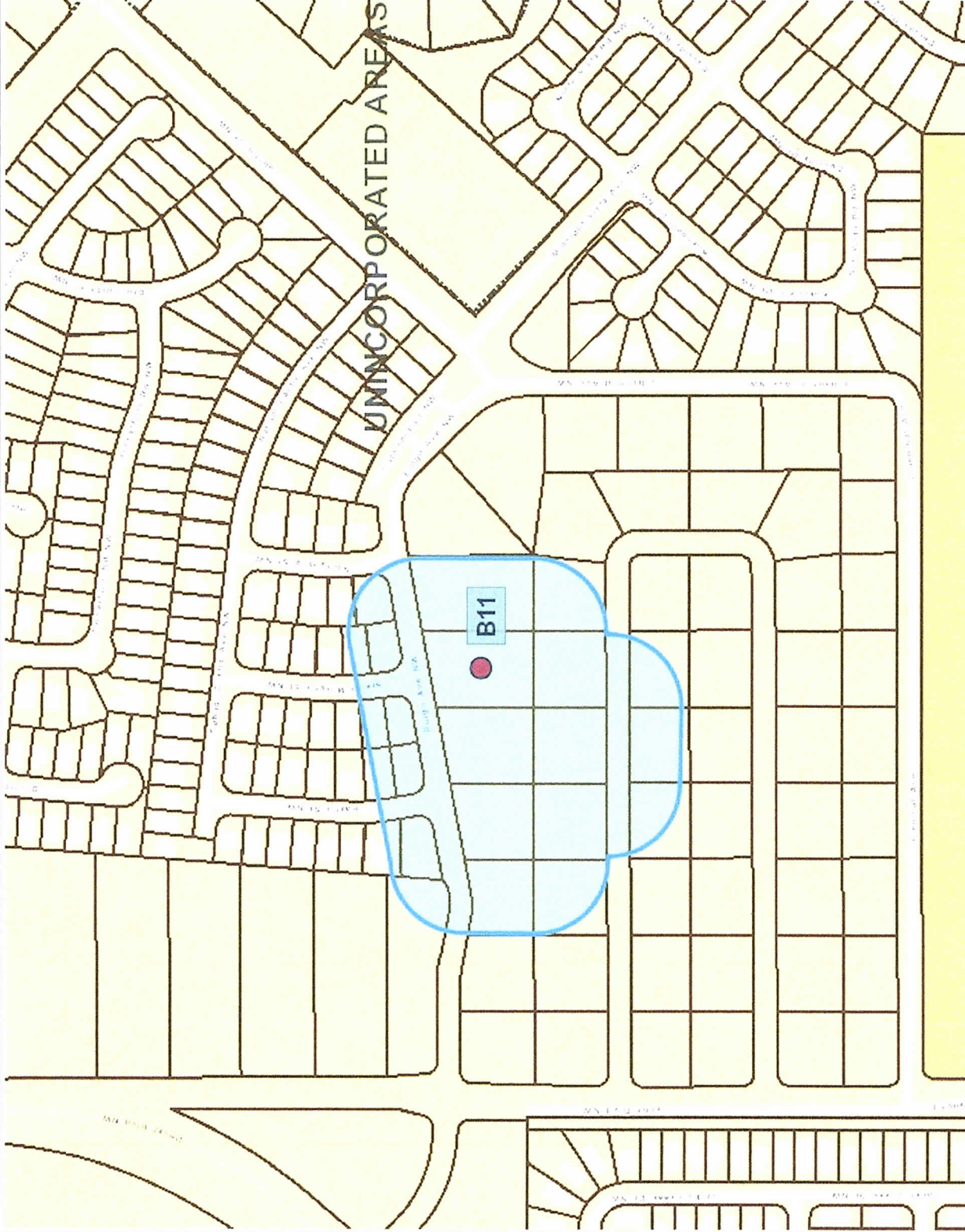


## Legend

- Zone Grid
- Bernalillo County Parcels
- Municipal Limits
- Corrales
- Edgewood
- Los Ranchos
- Rio Rancho
- Tijeras
- UNINCORPORATED

## Notes

Buffer: 150 ft.  
ROW: Buglo Ave 50ft.



601 0 300 601 Feet

The City of Albuquerque ("City") provides the data on this website as a service to the public. The City makes no warranty, representation, or guaranty as to the content, accuracy, timeliness, or completeness of any of the data provided at this website. Please visit <http://www.cabq.gov/abq-data/abq-data-disclaimer-1> for more information.

1: 3,606

THIS MAP IS NOT TO BE USED FOR NAVIGATION

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
11/15/2019  
© City of Albuquerque

KIM TU MAN & OK SUN KIM  
9805 SIERRA MORENA ST NW  
ALBUQUERQUE NM 87114-1421

RABADI SHARIF A & SAMIA S TRUSTEES  
STAR TRUST  
11201 SAN ANTONIO DR NE  
ALBUQUERQUE NM 87122-1049

RABADI SHARIF A & RABADI SAMIA S  
TRUSTEES OF THE STAR TRUST  
11201 SAN ANTONIO DR NE  
ALBUQUERQUE NM 87122-1049

NORTHWEST LAND COMPANY C/O  
ALAN & RUTH IVENER TRUSTEES  
9900 DESERT MOUNTAIN RD NE  
ALBUQUERQUE NM 87122-3901

SEDILLO MICHAEL V  
9801 SARAGOSSA ST NW  
ALBUQUERQUE NM 87114-1416

RABADI SHARIF A & SAMIA S TRUSTEES  
STAR TRUST  
11031 SAN ANTONIO DR NE  
ALBUQUERQUE NM 87122-0000

LUNG CHRISTINE J  
9805 SARAGOSSA ST NW  
ALBUQUERQUE NM 87114

BUGLO PROPERTIES LLC  
449 LIVE OAK LP NE  
ALBUQUERQUE NM 87122-1406

BUGLO PROPERTIES LLC  
449 LIVE OAK LP NE  
ALBUQUERQUE NM 87122-1406

CORDOVA ERIK  
8416 WILD DUNES RD NW  
ALBUQUERQUE NM 87120-3784

RABADI SHARIFF A & SAMIA S TR STAR  
TRUST  
11201 SAN ANTONIO DR NE  
ALBUQUERQUE NM 87122-1049

MALOY PATRICK W & PADILLA  
VANESSA J  
9805 BASHA ST NW  
ALBUQUERQUE NM 87114

LULLIE JAMES C & DEBRA F  
9801 SIERRA MORENA ST NW  
ALBUQUERQUE NM 87114-1421

ANDERSON SALLIE JO  
118 SANDY CREEK TRL  
WEATHERFORD TX 76085-5013

BUGLO PROPERTIES LLC  
449 LIVE OAK LP NE  
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WALSH CHARLES M & JOAN F  
9800 BASHA ST NW  
ALBUQUERQUE NM 87114

VIDAL CARL  
9801 BASHA ST NW  
ALBUQUERQUE NM 87114

CARLON RONALD & TAMMY  
9800 SIERRA MORENA ST NW  
ALBUQUERQUE NM 87114

MONTGOMERY LESLIE D  
PO BOX 3363  
ALBUQUERQUE NM 87190-3363

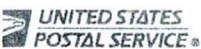
BUGLO PROPERTIES LLC  
449 LIVE OAK LP NE  
ALBUQUERQUE NM 87122-1406

BENDER LESTER R  
1343 SEMILLION PL  
PROSSER WA 99350

RABADI SHARIF & SAMIA TRUSTEES  
STAR TRUST  
11201 SAN ANTONIO DR NE  
ALBUQUERQUE NM 87122-1049

RABADI SHARIF A & SAMIA S TRUSTEES  
STAR TRUST  
11201 SAN ANTONIO DR NE  
ALBUQUERQUE NM 87122-1049





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Buglo Properties, LLC  
PO Box 94897  
Albuquerque, NM 87199



Patrick W. Maloy  
and Vanessa J. Padilla  
9805 Basha St, NW  
Albuquerque, NM 87114

Form 3817 April 2007 PSN 7530-02-000-9065



# Certificate Of Mailing

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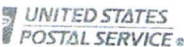
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Buglo Properties, LLC  
PO Box 94897  
Albuquerque, NM 87199



Northwest Land Company  
c/o Alan&Ruth Ivener, Trustees  
9900 Desert Mountain Rd., NE  
Albuquerque, NM 87122

Form 3817 April 2007 PSN 7530-02-000-9065



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Buglo Properties, LLC  
PO Box 94897  
Albuquerque, NM 87199



Lester R. Bender  
1343 Semillion Pl  
Prosser, WA 99350

Form 3817 April 2007 PSN 7530-02-000-9065



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From

Buglo Properties, LLC  
PO Box 94897  
Albuquerque, NM 87199



To

Star Trust  
Sharif and Samia Rabadi, Trustee  
11201 San Antonio Dr. NE  
Albuquerque, NM 87122

PS Form 3817 April 2007 PSN 7530-02-000-9065



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PO Box 94897  
Albuquerque, NM 87199



Sallie Jo Anderson  
118 Sandy Creek Trail  
Weatherford, TX 76085

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From

Buglo Properties, LLC  
PO Box 94897  
Albuquerque, NM 87199



To

Tu Man and Ok Sun Kim  
9805 Sierra Morena St, NW  
Albuquerque, NM 87114

PS Form 3817 April 2007 PSN 7530-02-000-9065





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Buglo Properties, LLC  
PO Box 94897  
Albuquerque, NM 87199

Leslie D. Montgomery  
PO Box 3363  
Albuquerque, NM 87190-3363

Form 3817, April 2007 PSN 7530-02-000-9065

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Buglo Properties, LLC  
PO Box 94897  
Albuquerque, NM 87199

Mary Tansey  
9809 Sierra Morena St, NW  
Albuquerque, NM 87114

PS Form 3817, April 2007 PSN 7530-02-000-9065

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Buglo Properties, LLC  
PO Box 94897  
Albuquerque, NM 87199

Charles M. and Joan F. Walsh  
9800 Basha St, NW  
Albuquerque, NM 87114

Form 3817, April 2007 PSN 7530-02-000-9065

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### Certificate Of Mailing

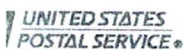
This certificate provides evidence that the item was properly mailed. It is not valid for mailing if the item is not properly sealed or if the item is not properly labeled.

Buglo Properties, LLC  
PO Box 94897  
Albuquerque, NM 87199

Christine J. Lung  
9805 Saragossa St, NW  
Albuquerque, NM 87114

PS Form 3817, April 2007 PSN 7530-02-000-9065

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Buglo Properties, LLC  
PO Box 94897  
Albuquerque, NM 87199

Erik Cordova  
8416 Wild Dunes Rd, NW  
Albuquerque, NM 87120

Form 3817, April 2007 PSN 7530-02-000-9065

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Buglo Properties, LLC  
PO Box 94897  
Albuquerque, NM 87199

Ronald and Tammy Carlon  
9800 Sierra Morena St, NW  
Albuquerque, NM 87114

PS Form 3817, April 2007 PSN 7530-02-000-9065

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From

Buglo Properties, LLC  
PO Box 94897  
Albuquerque, NM 87199



To

James and Debra Lullie  
9801 Sierra Morena St, NW  
Albuquerque, NM 87114

PS Form 3817 April 2007 PSN 7530-02-000-9065



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From

Buglo Properties, LLC  
PO Box 94897  
Albuquerque, NM 87199



To

Carl Vidal  
9801 Basha St, NW  
Albuquerque, NM 87114

PS Form 3817 April 2007 PSN 7530-02-000-9065



# Certificate Of Mailing

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meter postage here.

This Certificate of Mailing provides evidence that a document has been placed in the mail. It is not a receipt for the document and does not constitute a guarantee of delivery.

From

Buglo Properties, LLC  
PO Box 94897  
Albuquerque, NM 87199



To

Michael V. Sedillo  
9801 Saragossa St, NW  
Albuquerque, NM 87114

PS Form 3817 April 2007 PSN 7530-02-000-9065

*Buglo Properties LLC*

P.O. Box 94897

Albuquerque, NM 87199

December 11, 2019

Michael V. Sedillo

9801 Saragossa St, NW

Albuquerque, NM 87114

RE: **Public Notice of PR-2019-002333**

Dear Mr. Sedillo:

In accordance with the procedures of the City of Albuquerque's Integrated Development Ordinance (IDO) **Subsection 14-16-6-4(K)(2) Mailed Public Notice**, we are notifying you as a nearby Property Owner that Buglo Properties, LLC, by and through its agent Don Briggs Engineering LLC, will be submitting an application(s) for PR-2019-002333 – Viva Paradise Town Homes, Phase II Site Plan to be reviewed and decided by the City of Albuquerque Development Review Board. The purpose of the application is to request approval of the Site Plan and Infrastructure List which will allow construction of Phase II to start. The project is located at 5512, 5516 and 5520 Buglo Avenue, NW.

The anticipated public hearing for this request will be on Wednesday, January 8, 2020 at 9:00 AM in the Hearing Room (Basement Level) of Plaza Del Sol, 600 2<sup>nd</sup> St NW, Albuquerque, NM 87102. You can check the agenda for the relevant decision-making body online here:

<https://www.cabq.gov/planning/boards-commissions> or call the Planning Department at 505-924-3860.

NOTE: Anyone may request and the City may require an applicant to attend a City-sponsored facilitated meeting with Neighborhood Associations, based on the complexity and potential impacts of a proposed project [IDO Section 14-16-6-4(D)]. To request a Facilitated Meeting regarding this project, contact the Planning Department at [devhelp@cabq.gov](mailto:devhelp@cabq.gov) or 505-924-3955. To view and download the Facilitated Meetings Criteria, visit <http://www.cabq.gov/planning/urban-design-development/facilitated-meetings-for-proposed-development>.

If you have any questions or concerns, please contact me by phone or email at my contact information shown below.

Respectfully,

*Buglo Properties LLC*



John S. Lowe

505-688-6834

[jlowe14@comcast.net](mailto:jlowe14@comcast.net)



# SITE PLAN CHECKLIST

Project #: PR-2019-2333 Application #: \_\_\_\_\_

This checklist will be used to verify the completeness of site plans submitted for review by the Planning Department. **Because development proposals vary in type and scale, there may be submittal requirements that are not specified here. Also there may additional requirements if a site is located in CPO, HPO, and/or VPO or if located in DT-UC-MS or PT areas. See the IDO or AGIS for boundaries.** Nonetheless, applicants are responsible for providing a complete submittal. Certification as specified below is required.

***I CERTIFY THAT THE SUBMITTED SITE PLAN IS COMPLETE AND ACCURATE, AND THAT ALL APPLICABLE INFORMATION AS SPECIFIED IN THIS CHECKLIST IS PROVIDED. FURTHER, I UNDERSTAND THAT THIS APPLICATION IS BEING ACCEPTED PROVISIONALLY AND THAT INACCURATE AND/OR INCOMPLETE INFORMATION MAY RESULT IN THE SUBSEQUENT REJECTION OF THE APPLICATION OR IN A DELAY OF ONE MONTH OR MORE IN THE DATE THE APPLICATION IS SCHEDULED FOR PUBLIC HEARING.***

Don B. Wright 11-14-19  
Applicant or Agent Signature / Date

Site plan packets shall be composed of the following plan sheets (unless otherwise approved in writing prior to submittal by the Planning Department):

1. Site Plan (including utilities and easements)
2. Landscaping Plan
3. Grading and Drainage Plan
4. Utility Plan
5. Building and Structure Elevations
6. Previously approved Development Plan (if applicable)

**The electronic format must be organized in the above manner.**

The following checklist describes the minimum information necessary for each plan element. **The Applicant must include all checklist items on their site plan drawings and confirm inclusion by checking off the items below. Non-applicable items must be labeled "N/A."** Each non-applicable designation must be explained by notation on the Checklist.

**NOTE: There may be addition information required if site is located with a CPO, VPO or HPO and/or any other special areas as defined by the IDO.**

**NOTE: If there requests for deviations (Section 14-16-6-4(O), they must be clearly labelled on the site plan (Sheet 1) as well as addressed in the application letter made with the submittal.**

## SHEET #1 - SITE PLAN

### A. General Information

- ☒ 1. Date of drawing and/or last revision
- ☒ 2. Scale: 1.0 acre or less 1" = 10'  
1.0 - 5.0 acres 1" = 20'  
Over 5 acres 1" = 50'  
Over 20 acres 1" = 100'

# SITE PLAN CHECKLIST

- ~~X~~ 3. Bar scale
- ~~X~~ 4. North arrow
- ~~X~~ 5. Legend
- ~~X~~ 6. Scaled vicinity map
- ~~X~~ 7. Property lines (clearly identify)
- ~~X~~ 8. Existing and proposed easements (identify each)
- ~~X~~ 9. Phases of development, if applicable

## B. Proposed Development

### 1. Structural

- ~~X~~ A. Location of existing and proposed structures (distinguish between existing & proposed) and include any accessory structures
- ~~X~~ B. Square footage of each structure
- ~~X~~ C. Proposed use of each structure
- ~~NA~~ D. Signs (freestanding) and other improvements
- ~~X~~ E. Walls, fences, and screening: indicate height, length, color and materials
- ~~X~~ F. Dimensions of all principal site elements or typical dimensions
- ~~NA~~ G. Loading facilities
- ~~X~~ H. Site lighting (indicate height & fixture type)
- ~~NA~~ I. Indicate structures within 20 feet of site
- ~~X~~ J. Elevation drawing of refuse container and enclosure, if applicable.
- ~~X~~ K. Existing zoning/land use of all abutting properties

### 2. Parking, Loading and Internal Circulation

- ~~X~~ A. Parking layout with spaces numbered per aisle and totaled.
  - ~~X~~ 1. Location and typical dimensions, including motorcycle spaces, bicycle spaces, ADA accessible spaces, and compact spaces
  - ~~X~~ 2. Calculations: spaces required and proposed (include any reduction calculations) for motorcycle, bicycle, compact and ADA spaces
  - ~~NA~~ 3. On street parking spaces
- ~~X~~ B. Bicycle parking & facilities
  - ~~X~~ 1. Bicycle racks – location and detail
  - ~~NA~~ 2. Other bicycle facilities, if applicable
- ~~X~~ C. Vehicular Circulation (Refer to DPM and IDO)
  - ~~X~~ 1. Ingress and egress locations, including width and curve radii dimensions
  - ~~X~~ 2. Drive aisle locations, including width and curve radii dimensions
  - ~~X~~ 3. End aisle locations, including width and curve radii dimensions
  - ~~X~~ 4. Location & orientation of refuse enclosure, with dimensions
  - ~~NA~~ 5. Loading, service area, and refuse service locations and dimensions
- ~~X~~ D. Pedestrian Circulation
  - ~~X~~ 1. Location and dimensions of all sidewalks and pedestrian paths (including ADA connection from ROW to building and from ADA parking to building)

## SITE PLAN CHECKLIST

- ~~NA~~ 2. Location and dimension of drive aisle crossings, including paving treatment
- ~~NA~~ 3. Location and description of amenities, including patios, benches, tables, etc.

### ~~NA~~ E. Off-Street Loading

- \_\_\_ 1. Location and dimensions of all off-street loading areas

### ~~NA~~ F. Vehicle Stacking and Drive-Through or Drive-Up Facilities

- \_\_\_ 1. Location and dimensions of vehicle stacking spaces and queuing lanes
- \_\_\_ 2. Landscaped buffer area if drive-through lanes are adjacent to public R/W
- \_\_\_ 3. Striping and Sign details for one-way drive through facilities

## 3. Streets and Circulation

### ~~X~~ A. Locate and identify adjacent public and private streets and alleys.

- ~~X~~ 1. Existing and proposed pavement widths, right-of-way widths and curve radii
- ~~NA~~ 2. Identify existing and proposed turn lanes, deceleration lanes and similar features related to the functioning of the proposal, with dimensions
- ~~NA~~ 3. Location of traffic signs and signals related to the functioning of the proposal
- ~~NA~~ 4. Identify existing and proposed medians and median cuts
- ~~X~~ 5. Sidewalk widths and locations, existing and proposed
- ~~X~~ 6. Location of street lights
- ~~X~~ 7. Show and dimension clear sight triangle at each site access point
- ~~NA~~ 8. Show location of all existing driveways fronting and near the subject site.

### ~~NA~~ B. Identify Alternate transportation facilities within site or adjacent to site

- \_\_\_ 1. Bikeways and bike-related facilities
- \_\_\_ 2. Pedestrian trails and linkages
- \_\_\_ 3. Transit facilities, including routes, bus bays and shelters existing or required

## 4. Phasing

- ~~X~~ A. Proposed phasing of improvements and provision for interim facilities. Indicate phasing plan, including location and square footage of structures and associated improvements including circulation, parking and landscaping.

## SHEET #2 - LANDSCAPING PLAN

- ~~X~~ 1. Scale - must be same as scale on sheet #1 - Site plan
- ~~X~~ 2. Bar Scale
- ~~X~~ 3. North Arrow
- ~~X~~ 4. Property Lines
- ~~X~~ 5. Existing and proposed easements
- ~~X~~ 6. Identify nature of ground cover materials
  - ~~X~~ A. Impervious areas (pavement, sidewalks, slope pavings, curb and gutters, etc.)
  - ~~X~~ B. Pervious areas (planting beds, gravel areas, grass, ground cover vegetation, etc.)
  - ~~X~~ C. Ponding areas either for drainage or landscaping/recreational use



## SITE PLAN CHECKLIST

- ☒ 7. Identify type, location and size of plantings (common and/or botanical names).
  - ☒ A. Existing, indicating whether it is to preserved or removed.
  - ☒ B. Proposed, to be established for general landscaping.
  - ☒ C. Proposed, to be established for screening/buffering.
- ☒ 8. Describe irrigation system – Phase I & II . . .
- ☒ 9. Planting Beds, indicating square footage of each bed
- ☒ 10. Turf Area - only 20% of landscaped area can be high water turf; provide square footage and percentage.
- ☒ 11. Responsibility for Maintenance (statement)
- ☒ 12. Landscaped area requirement; square footage and percent (specify clearly on plan)
- ☒ 13. Landscaped buffer areas provided; dimensions, label clearly that it is a landscape buffer, square footage and percent (specify clearly on plan)
- ☒ 14. Planting or tree well detail
- ☒ 15. Street Trees (only trees from the Official Albuquerque Plant Palette and Sizing list or 8 inch caliper or larger will be counted)
- ☒ 16. Parking lot edges and interior – calculations, dimensions and locations including tree requirements
- ☒ 17. Show Edge Buffer Landscaping (14-16-5-6(D)) – location, dimensions and plant material

### SHEET #3 –GRADING AND DRAINAGE PLAN

A separate grading and drainage plan (and drainage report) must be submitted to the DRS Hydrology Section prior to the DRB submittal for a site plan (See DRWS Form).

#### A. General Information

- ☒ 1. Scale - must be same as Sheet #1 - Site Plan
- ☒ 2. Bar Scale
- ☒ 3. North Arrow
- ☒ 4. Property Lines
- ☒ 5. Existing and proposed easements
- ☒ 6. Building footprints
- ☒ 7. Location of Retaining walls

#### B. Grading Information

- ☒ 1. On the plan sheet, provide a narrative description of existing site topography, proposed grading improvements and topography within 100 feet of the site.
- ☒ 2. Indicate finished floor elevation and provide spot elevations for all corners of the site (existing and proposed) and points of maximum cut or fill exceeding 1 foot.
- ☒ 3. Identify ponding areas, erosion and sediment control facilities.
- ☒ 4. Cross Sections  
Provide cross section for all perimeter property lines where the grade change is greater than 4 feet at the point of the greatest grade change. Provide one additional cross section in each direction within no more than 100 feet of the reference point.

# SITE PLAN CHECKLIST

## SHEET #4- UTILITY PLAN

- ☒ A. Fire hydrant locations, existing and proposed. (or submit signed off Fire One Plan)
- ☒ B. Distribution lines
- ☒ C. Right-of-Way and easements, existing and proposed, on the property and adjacent to the boundaries, with identification of types and dimensions.
- ☒ D. Existing water, sewer, storm drainage facilities (public and/or private).
- ☒ E. Proposed water, sewer, storm drainage facilities (public and/or private)
- ☒ F. Existing electric lines both overhead and underground. Power Poles shown with dimensions to proposed buildings and structures must be clearly shown.

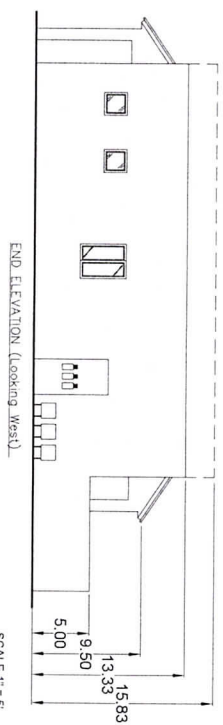
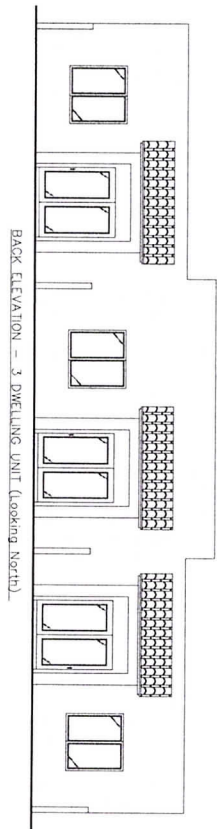
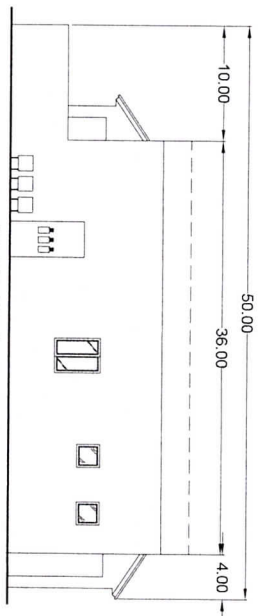
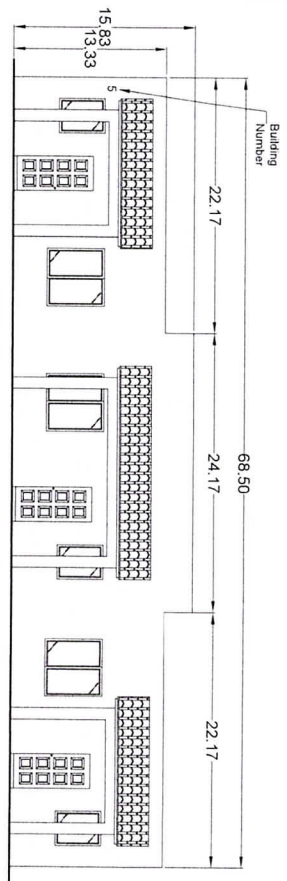
## SHEET #5 - BUILDING AND STRUCTURE ELEVATIONS

### A. General Information

- ☒ A. Scale
- ☒ B. Bar Scale
- ☒ C. Detailed Building Elevations for each facade
  - ☒ 1. Identify facade orientation
  - ☒ 2. Dimensions of facade elements, including overall height and width
  - ☒ 3. Location, material and colors of windows, doors and framing
  - ☒ 4. Materials and colors of all building elements and structures
  - ☒ 5. Location and dimensions of mechanical equipment (roof and/or ground mounted)

### B. Building Mounted Signage

- ☒ 1. Site location(s)
- ☒ 2. Sign elevations to scale
- ☒ 3. Dimensions, including height and width
- ☒ 4. Sign face area - dimensions and square footage clearly indicated
- ☒ 5. Lighting
- ☒ 6. Materials and colors for sign face and structural elements.
- ☐ 7. List the sign restrictions per the IDO



Frame/Stucco Construction (Match Existing Color)  
Roof Mounted HVAC Combo Units  
Double Pane Vinyl Windows

[illegible]



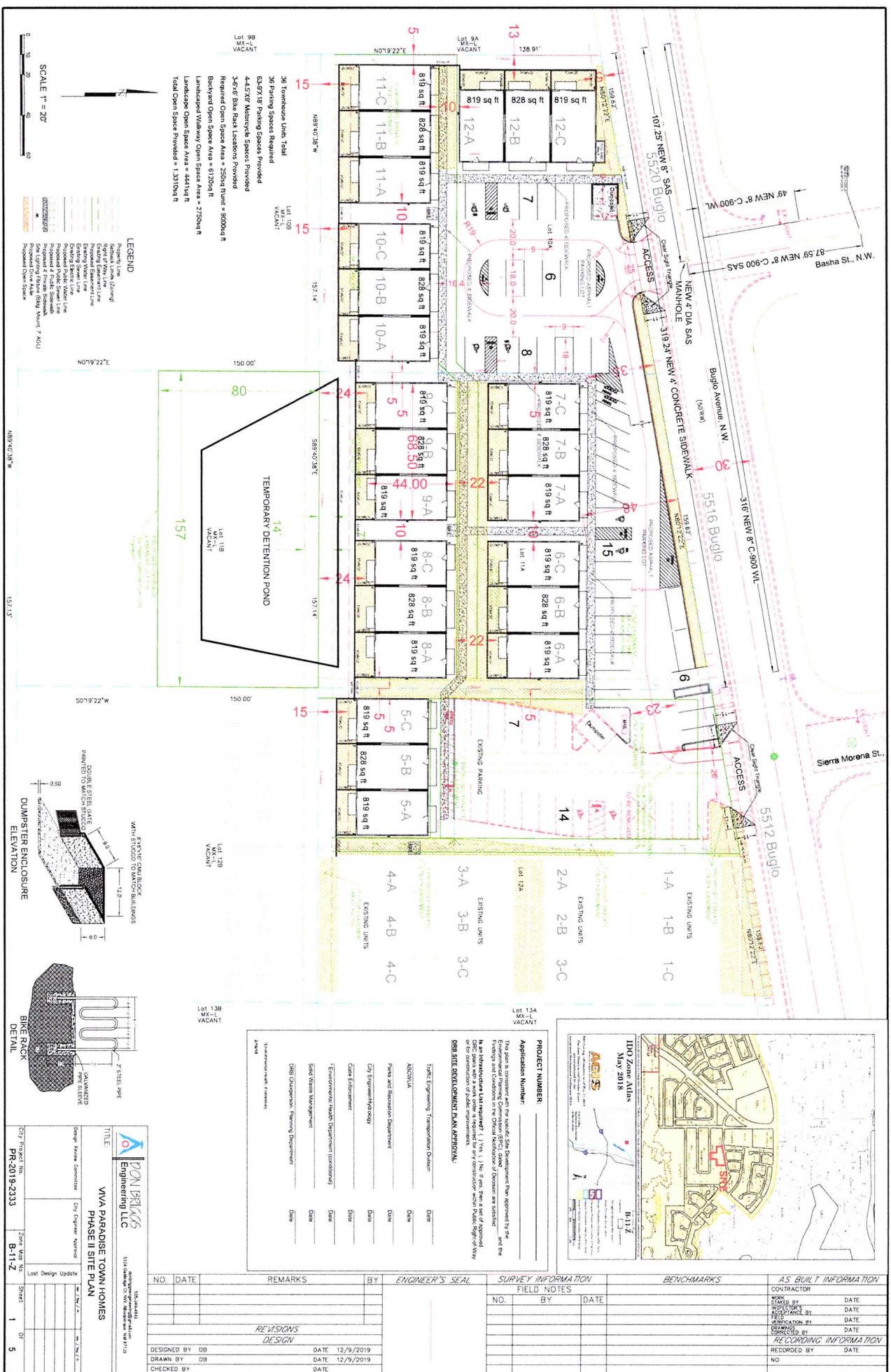












Current DRC  
Project Number: \_\_\_\_\_

FIGURE 12

INFRASTRUCTURE LIST

(Rev. 2-16-18)

EXHIBIT "A"

TO SUBDIVISION IMPROVEMENTS AGREEMENT  
DEVELOPMENT REVIEW BOARD (D.R.B.) REQUIRED INFRASTRUCTURE LIST

**Viva Paradise Town Homes Phase II Site Plan**

PROPOSED NAME OF PLAT AND/OR SITE DEVELOPMENT PLAN

**Lot 10A, 11A, 12A and 11B, Unit 1, Paradise Hills Investment Properties**

EXISTING LEGAL DESCRIPTION PRIOR TO PLATTING ACTION

Date Submitted: \_\_\_\_\_  
Date Site Plan Approved: \_\_\_\_\_  
Date Preliminary Plat Approved: \_\_\_\_\_  
Date Preliminary Plat Expires: \_\_\_\_\_  
DRB Project No.: **PR-2019-002333**  
DRB Application No.: \_\_\_\_\_

Following is a summary of PUBLIC/PRIVATE Infrastructure required to be constructed or financially guaranteed for the above development. This Listing is not necessarily a complete listing. During the SIA process and/or in the review of the construction drawings, if the DRC Chair determines that appurtenant items and/or unforeseen items have not been included in the infrastructure listing, the DRC Chair may include those items in the listing and related financial guarantee. Likewise, if the DRC Chair determines that appurtenant or non-essential items can be deleted from the listing, those items may be deleted as well as the related portions of the financial guarantees. All such revisions require approval by the DRC Chair, the User Department and agent/owner. If such approvals are obtained, these revisions to the listing will be incorporated administratively. In addition, any unforeseen items which arise during construction which are necessary to complete the project and which normally are the Subdivider's responsibility will be required as a condition of project acceptance and close out by the City.

Financially Guaranteed DRC #	Constructed Under DRC #	Size	Type of Improvement	Location	From	To	Construction Certification		
							Inspector	Private P.E.	City Cnst Engineer
		320'	4' Sidewalk	N PL Lot 11A	E PL Lot 11A	W PL Lot 10A	/	/	/
		316'	8" C-900 PVC Waterline	N edge Buglo St.	Existing Stub	W PL Lot 10A	/	/	/
		49'	8" C-900 PVC Waterline	W edge Basha St.	Existing Stub	Prop. WL in Buglo	/	/	/
		88'	8" C-900 PVC SAS	Centerline Basha St.	Existing Manhole	Prop. MH at Buglo/ Basha Intersection	/	/	/
		107'	8" PVC SAS	Centerline Buglo St.	Prop. MH at Buglo/ Basha Intersection	W PL Lot 10A	/	/	/
		4'	Type E SAS Manhole	Centerline Buglo/Basha St.			/	/	/
							/	/	/
							/	/	/
							/	/	/
							/	/	/
							/	/	/





The items listed below are on the CCIP and approved for Impact Fee credits. Signatures from the Impact Fee Administrator and the City User Department is required prior to DRB approval of this listing. The items listed below are subject to the standard SIA requirements.

Financially Guaranteed DRC #

Constructed Under DRC #

Size

Type of Improvement

Location

From

To

Construction Certification

Inspector

Private

City Cnst Engineer

Approval of Creditable Items:

Impact Fee Administrator Signature

Date

Approval of Creditable Items:

City User Dept. Signature

Date

NOTES

If the site is located in a floodplain, then the financial guarantee will not be released until the LOMR is approved by FEMA.  
Street lights per City requirements.

1

2

3

AGENT / OWNER

DEVELOPMENT REVIEW BOARD MEMBER APPROVALS

Don Briggs PE

NAME (print)

DRB CHAIR - date

PARKS & RECREATION - date

Don Briggs Engineering LLC

FIRM

TRANSPORTATION DEVELOPMENT - date

AMAFCA - date

SIGNATURE - date

UTILITY DEVELOPMENT - date

CODE ENFORCEMENT - date

CITY ENGINEER - date

- date

DESIGN REVIEW COMMITTEE REVISIONS

REVISION	DATE	DRC CHAIR	USER DEPARTMENT	AGENT /OWNER

PAGE OF  
(Rev. 2-16-18)