



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	Decisions Requiring a Public Meeting or Hearing	Policy Decisions
<input type="checkbox"/> Archaeological Certificate (Form P3)	<input type="checkbox"/> Site Plan – EPC including any Variances – EPC (Form P1)	<input type="checkbox"/> Adoption or Amendment of Comprehensive Plan or Facility Plan (Form Z)
<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 Historic Designation (Form L)
<input type="checkbox"/> Alternative Signage Plan (Form P3)	<input type="checkbox"/> Historic Certificate of Appropriateness – Major (Form L)	<input type="checkbox"/> Amendment of IDO Text (Form Z)
<input checked="" type="checkbox"/> Minor Amendment to Site Plan (Form P3)	<input type="checkbox"/> Demolition Outside of HPO (Form L)	<input type="checkbox"/> Annexation of Land (Form Z)
<input type="checkbox"/> WTF Approval (Form W1)	<input type="checkbox"/> Historic Design Standards and Guidelines (Form L)	<input type="checkbox"/> Amendment to Zoning Map – EPC (Form Z)
	<input type="checkbox"/> Wireless Telecommunications Facility Waiver (Form W2)	<input type="checkbox"/> Amendment to Zoning Map – Council (Form Z)
		Appeals
		<input type="checkbox"/> Decision by EPC, LC, ZHE, or City Staff (Form A)

APPLICATION INFORMATION

Applicant: <u>EPNM, Inc</u>		Phone: <u>505-314-2122</u>
Address: <u>2024 5th St. NW</u>		Email:
City: <u>ABQ</u>	State: <u>NM</u>	Zip: <u>87102</u>
Professional/Agent (if any): <u>Maura Gonzales</u>		Phone: <u>505-314-2122</u>
Address: <u>2024 5th St. NW</u>		Email: <u>PermittingDept@zeconsystems.com</u>
City: <u>ABQ</u>	State: <u>NM</u>	Zip: <u>87102</u>
Proprietary Interest in Site:	List all owners:	

BRIEF DESCRIPTION OF REQUEST

Upgrade freestanding sign to Electronic Display

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

Lot or Tract No.: <u>B</u>	Block: <u>0000</u>	Unit:
Subdivision/Addition: <u>Hope Christian School</u>	MRGCD Map No.:	UPC Code: <u>1018663388494 105</u>
Zone Atlas Page(s): <u>D18</u>	Existing Zoning:	Proposed Zoning: <u>10</u>
# of Existing Lots:	# of Proposed Lots:	Total Area of Site (acres):

LOCATION OF PROPERTY BY STREETS

Site Address/Street: 6721 Palomas Avenue Between Paseo Del Norte and Louisiana

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

Signature: <u>Maura Gonzales</u>	Date: <u>5/25/21</u>
Printed Name: <u>Maura Gonzales</u>	<input type="checkbox"/> Applicant or <input type="checkbox"/> Agent

FOR OFFICIAL USE ONLY

Case Numbers	Action	Fees	Case Numbers	Action	Fees
<u>SI-2021-00784</u>	<u>AA</u>				
Meeting/Hearing Date:			Fee Total:		
Staff Signature:		Date:	Project # <u>PR-2019-002573</u>		

FORM P3: ADMINISTRATIVE DECISIONS AND MINOR AMENDMENTS

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.

ARCHAEOLOGICAL CERTIFICATE

- Archaeological Compliance Documentation Form with property information section completed
- Only the information above is required unless the City Archaeologist determines that the application does not qualify for a Certificate of No Effect, in which case a treatment plan prepared by a qualified archaeologist that adequately mitigates any archeological impacts of the proposed development must be submitted and reviewed for a Certificate of Approval per the criteria in IDO Section 14-16-6-5(A)(3)(b)
- Letter of authorization from the property owner if application is submitted by an agent
- Zone Atlas map with the entire site clearly outlined and labeled

MINOR AMENDMENT TO SITE PLAN – ADMIN, EPC, or DRB

- Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-4(Y)(2)
- Three (3) copies of all applicable sheets of the approved Site Plan being amended, folded
- Copy of the Official Notice of Decision associated with the prior approval
- Three (3) copies of the proposed Site Plan, with changes circled and noted
Refer to the Site Plan Checklist for information needed on the proposed Site Plan.
- Letter of authorization from the property owner if application is submitted by an agent
- Zone Atlas map with the entire site clearly outlined and labeled

Minor Amendments must be within the thresholds established in IDO TABLE 6-4-4. Any amendment beyond these thresholds is considered a Major Amendment and must be processed through the original decision-making body for the request.

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

- Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-4(Z)(1)(a)
- Three (3) copies of all applicable sheets of the approved Site Development Plan being amended, folded
- Copy of the Official Notice of Decision associated with the prior approval
- Three (3) copies of the proposed Site Development Plan, with changes circled and noted
Refer to the Site Plan Checklist for information needed on the proposed Site Plan.
- Letter of authorization from the property owner if application is submitted by an agent
- Zone Atlas map with the entire site clearly outlined and labeled

Minor Amendments must be within the thresholds established in IDO TABLE 6-4-4. Any amendment beyond these thresholds is considered a Major Amendment and must be processed through the original decision-making body for the request.

ACCELERATED EXPIRATION SITE PLAN

- Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-4(X)(2)(c)
- Site Plan to be Expired
- Letter of authorization from the property owner if application is submitted by an agent
- Zone Atlas map with the entire site clearly outlined and labeled

ALTERNATIVE SIGNAGE PLAN

- Proposed Alternative Signage Plan compliant with IDO Section 14-16-5-12(F)(5)
- Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-5(F)(4)(c)
- Required notices with content per IDO Section 14-16-6-4(K)
- Office of Neighborhood Coordination notice inquiry response and proof of emailed notice to affected Neighborhood Association representatives
- Sign Posting Agreement
- Letter of authorization from the property owner if application is submitted by an agent
- Zone Atlas map with the entire site clearly outlined and labeled

ALTERNATIVE LANDSCAPE PLAN

- Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-5-6(C)(16)
- Landscape Plan
- Letter of authorization from the property owner if application is submitted by an agent
- Zone Atlas map with the entire site clearly outlined and labeled

<p><i>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.</i></p>	
<p>Signature: </p>	<p>Date: 5/25/21</p>
<p>Printed Name: _____</p>	<p><input type="checkbox"/> Applicant or <input type="checkbox"/> Agent</p>
<p>FOR OFFICIAL USE ONLY</p>	
<p>Project Number: PR-2019-002573</p>	<p>Case Numbers: SI-2021-00784</p>
<p>Staff Signature: _____</p>	
<p>Date: _____</p>	

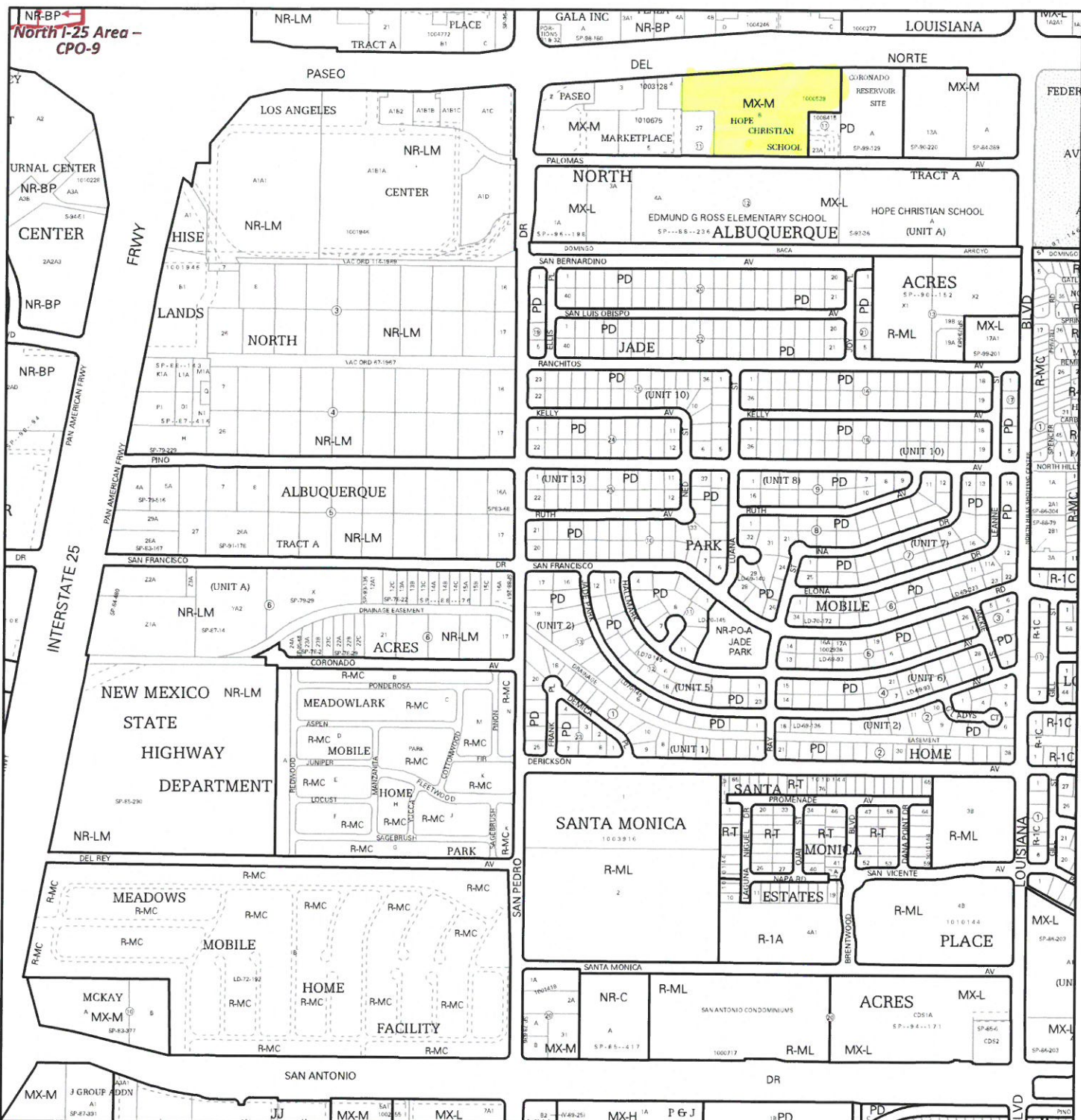
REFERENCE

PROJECT# - 2019-002573

CASE# - SI-2021-00784

FOR ALL DOCUMENTATION

(FINAL SIGN OFF IS STAMPED INCORRECTLY – PR-2019-002134)



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

IDO Zone Atlas May 2018

IDO Zoning information as of May 17, 2018
The Zone Districts and Overlay Zones are established by the Integrated Development Ordinance (IDO).

Zone Atlas Page:
D-18-Z

- Easement
- Escarpment
- Petroglyph National Monument
- Areas Outside of City Limits
- Airport Protection Overlay (APO) Zone
- Character Protection Overlay (CPO) Zone
- Historic Protection Overlay (HPO) Zone
- View Protection Overlay (VPO) Zone

0 250 500 1,000 Feet

Date: May 24, 2021

Project: 6721 Palomas Ave NE
ABQ, NM 87109

PERMIT # PG-2021-20388
Hope Christian School

AMENDMENT: Minor Amendment to the Site Plan

Planning Department
City of Albuquerque
P.O. Box 1293
Albuquerque, NM 87103

To Whom It May Concern:

EPNM, Inc. On behalf of HOPE Christian School, request approval of a minor amendment to the Site Plan for the building permit. Site is located at 6721 Palomas Ave NE. We are requesting the SDP to be amended in the request of the existing Freestanding sign to upgrade and incorporate a electronic display.

The Official Notice of Decision dated 11/18/2004 under the conditions #8 states:

- a. One freestanding sign is proposed for all three schools. This freestanding sign will replace the existing freestanding signs by the time of full build out.
- b. B. Freestanding sign regulations are per the C-1 zone (MX-L)

This Electronic display will be for all 3-school announcements and activities. We ask the committee to review and approve the request.

Thank you and appreciate your assistance!

Thank You!
Maria E. Gonzales
Permit Coordinator
EPNM, Inc.
2024 5th St. NW
Albuquerque, NM 87102
505-314-2122



Mailing Address: P.O. Box 6465, Albuquerque, New Mexico 87197
Office: 2024 Fifth Street NW, Albuquerque, New Mexico 87102
(505) 243-3771 / Toll Free 1-800-444-7407 / Fax (505) 243-3575

May 20, 2021

HOPE Christian School
Mailing Address:
HCS Advancement Dept.
8005 Louisiana Blvd
Albuquerque, NM 87109

To: City of Albuquerque
Permitting Department

Hope Christian School is seeking to upgrade our current freestanding sign (on attached site plan) and incorporate an electronic display.

We hereby grant our vendor, E.P.N.M. Inc. (dba Zeon Signs) permission to file for an amendment to the existing permit to make this upgrade happen.

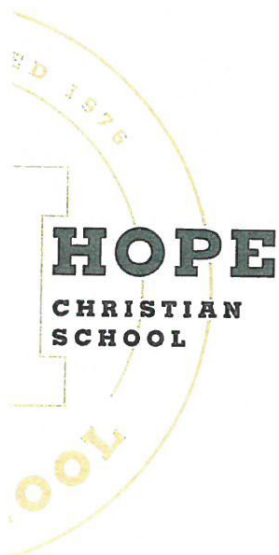
If you have any questions, please contact Kelli Bickett in the Advancement Department at Hope, at (505) 822-5382.

Thank you,



Linda Leong
Acting Director,
HCS Advancement Department

cc: E.P.N.M (aka Zeon Signs)





City Address: 6721 PALOMAS AV NE
County Address: 6721 PALOMAS AV NE

2/10/2021

www.cabq.gov/gis

City of Albuquerque Property Report

Ownership Data from [Bernalillo County Assessor](#)
(County Assessor's data for tax year 2018)
Owner Name: HOPE CHRISTIAN SCHOOLS INC
Owner Address: 8005 LOUISIANA BLVD NE, ALBUQUERQUE NM 87109
UPC: 101806338849410510
Tax Year: 2018 **Tax District:** A1A
Legal Description: TR B PLAT OF TR B HOPE CHRISTIAN SCHOOL CONT 6.7494 AC
Property Class: C **Document Number:** 2017093553 092817 WD - EN
Acres: 6.73

City Zoning and Services

IDO Zone District: MX-M

IDO District Definition: Moderate Intensity

Old Zoning Designation: SU-2

Old Zoning Description: SU-1 FOR PRIVATE SCHOOL OR SU-2 RC

Land Use: 08 | Educational

Lot: B Block: 0000 **Subdivision:** HOPE CHRISTIAN SCHOOL

Police Beat: 433 **Area Command:** NORTHEAST

Jurisdiction: ALBUQUERQUE

Zone Atlas Page: [D18](#) (opens in new window)

City Neighborhood Association: N/A

Residential Trash Pickup:

Political Districts

City Council District: [4 - Brook Bassan](#)

County Commission District: 4 - Walt Benson

NM House of Representatives: Dayan 'Day' M. Hochman-Vigil

NM Senate: Mark David Moores

School Districts

Elementary: EG ROSS

Middle: MCKINLEY

High School: DEL NORTE

FEMA Flood Zone: X

For questions about floodplain information, please contact the COA Floodplain Manager at 924-3986 or email ccherne@cabq.gov

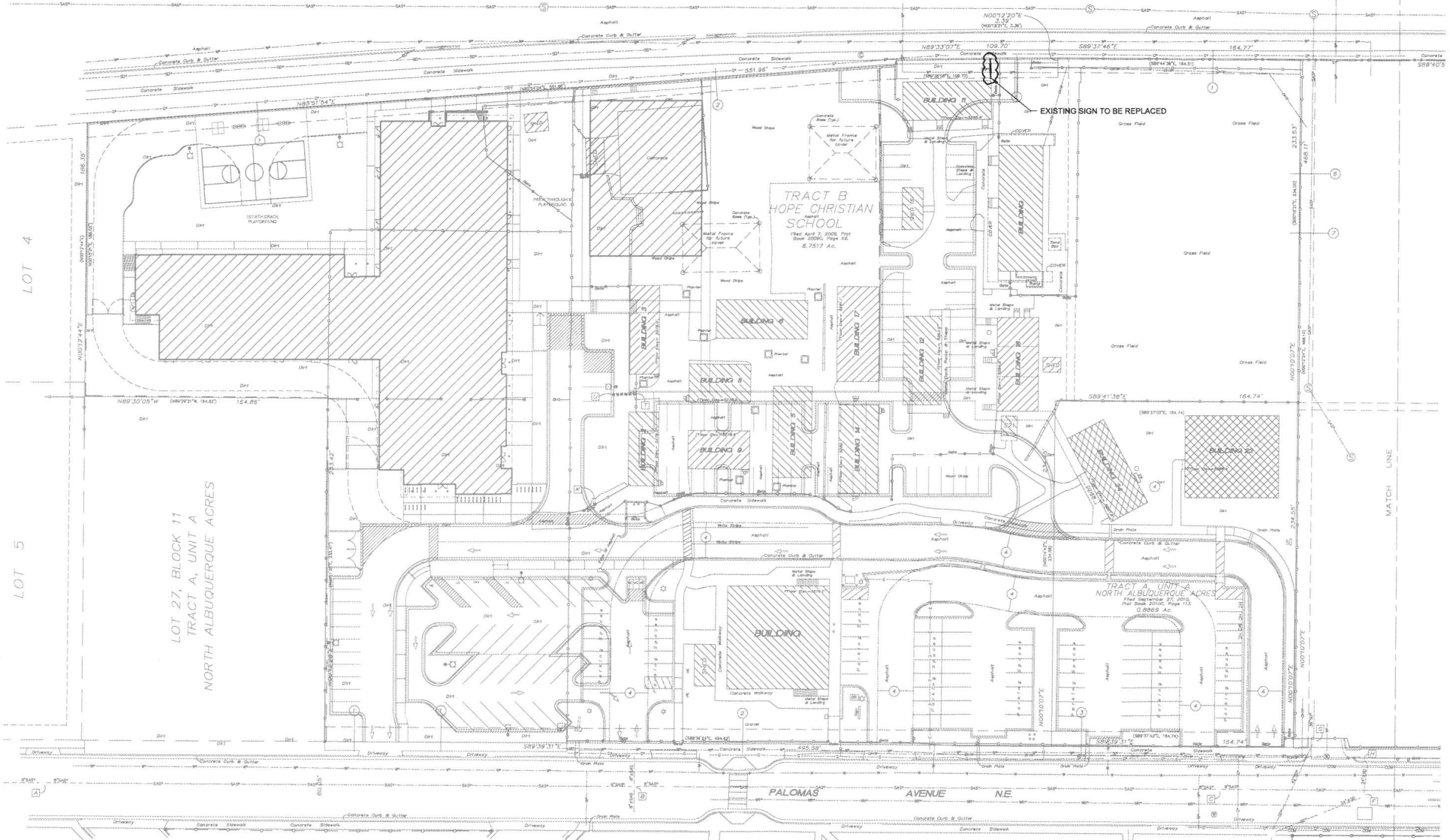
Run another Search [here](#)

This report was created by the GIS group of DTI. Please send comments to GIS@cabq.gov. Please wait while the map loads below...

AD971

No. 1-214-913.00
 Plan No. 2020-0001
 ELEV. 4862.55 feet (NAVD 88)

PASEO DEL NORTE NE.



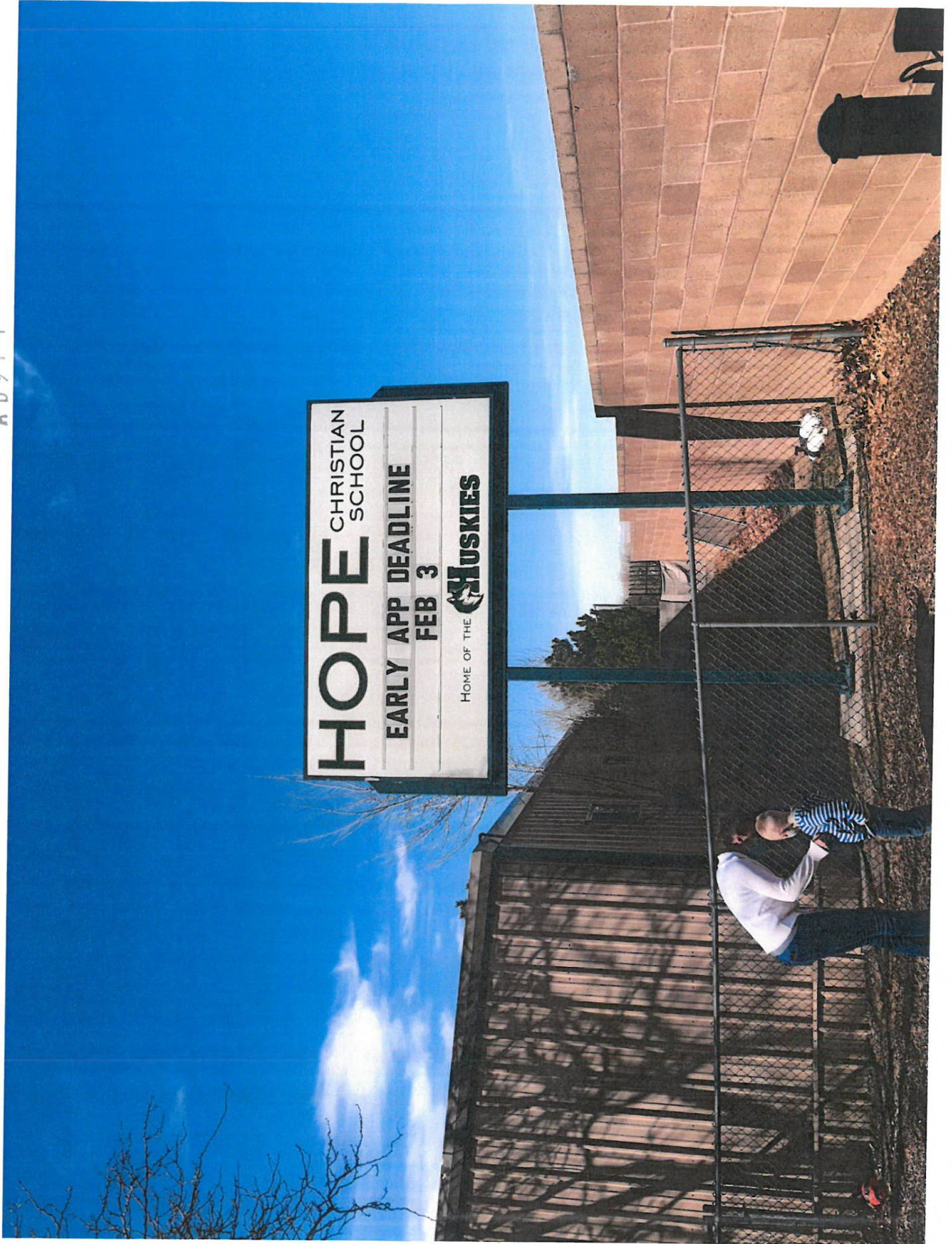
1 ARCHITECTURAL SITE PLAN - OVERALL
 1" = 30'-0"

JON ANDERSON ARCHITECTURE
 912 ROMA AVENUE NW | ALBUQUERQUE, NEW MEXICO
 P | 505.764.8306 F | 505.764.2879 www.jonandersonarchitecture.com

HOPE CHRISTIAN ELEMENTARY

REVISIONS	PHASE	DATE	ARCHITECTURAL SITE PLAN	AS.101
		05.20.21		

AD971



AD971

P

AD971



Google

AD971

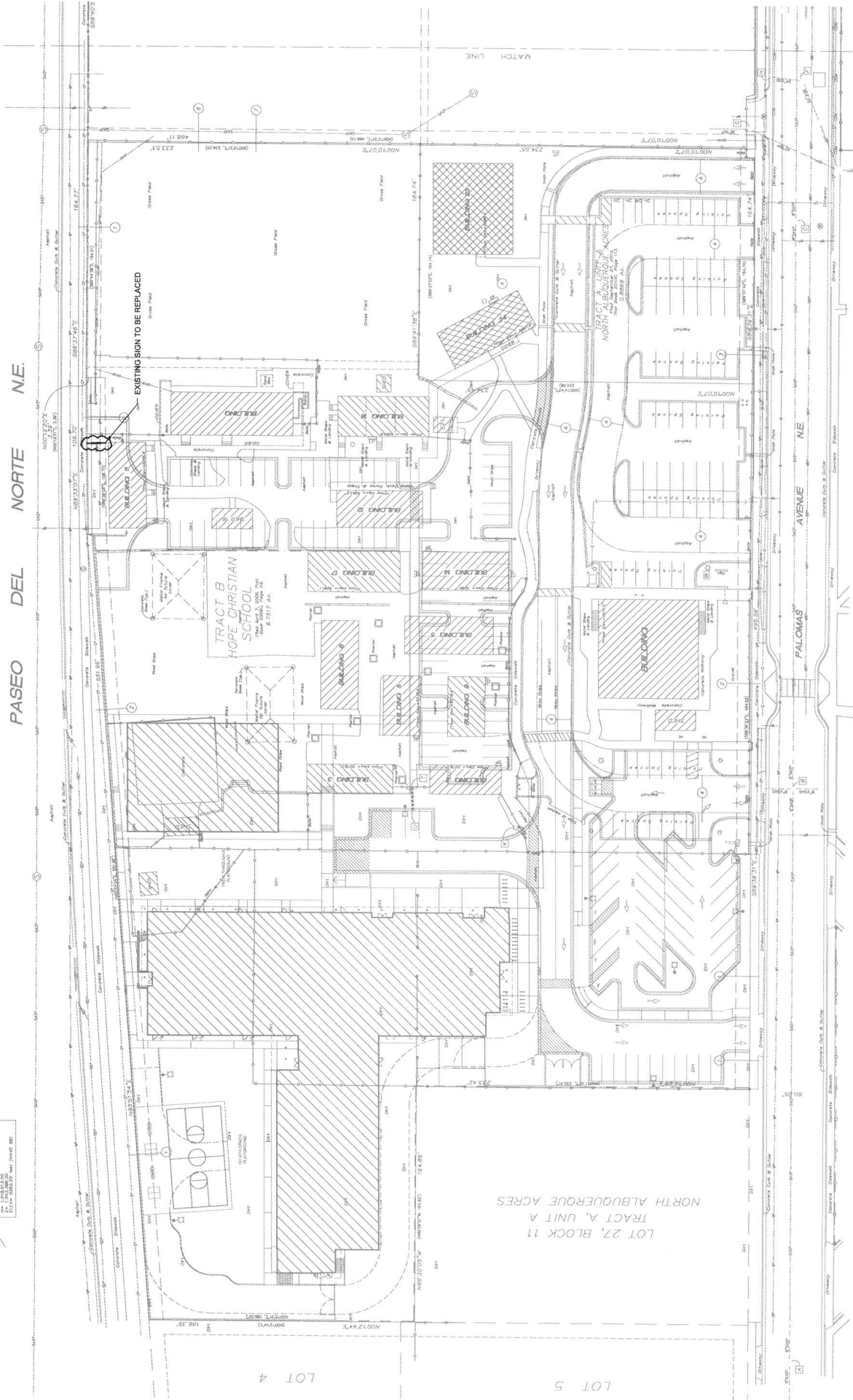
Untitled Map

Write a description for your map.

Legend

- 6721 Palomas Ave NE
- Edmund G Ross Elementary School
- Feature 1
- Leslie's Pool Supplies
- Weck's Breakfast Lunch





1 ARCHITECTURAL SITE PLAN - OVERALL
1" = 30'-0"



CITY OF ALBUQUERQUE INVOICE

MARIA GONZALES

2024 5TH ST NW

Reference NO: SI-2021-00784

Customer NO: CU-124137451

Date	Description	Amount
5/25/21	Application Fee (Manual)	\$50.00

Due Date: **5/25/21**

Total due for this invoice:

\$50.00

Options to pay your Invoice:

1. Online with a credit card: <http://posse.cabq.gov/posse/pub/lms/Default.aspx>
2. In person: Plaza Del Sol, 600 2nd St. NW, Albuquerque, NM 87102

PLEASE RETURN THE BOTTOM PORTION OF THIS INVOICE NOTICE WITH PAYMENT



City of Albuquerque
PO Box 1293
Albuquerque, NM 87103

Date: 5/25/21
Amount Due: \$50.00
Reference NO: SI-2021-00784
Payment Code: 130
Customer NO: CU-124137451

MARIA GONZALES
2024 5TH ST NW
ALBUQUERQUE, NM 87102



130 0000SI20210078400099355113553609500000000000005000CU124137451