



Tim Keller, Mayor
Sarita Nair, CAO

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

DATE: 2-6-2020

SUBJECT: Albuquerque Archaeological Ordinance - Compliance Documentation

Case Number(s): PR 2019-002766
Agent: ARCH + PLAN LAND USE CONSULTANTS
Applicant: FIRST FINANCIAL CREDIT UNION
Legal Description: TRACT 1-A-2-A-2 & 1-A-2-A-3, RENAISSANCE CENTER
Zoning: MX-M
Acreage: 12.56±
Zone Atlas Page(s): F-16

CERTIFICATE OF NO EFFECT: Yes No

CERTIFICATE OF APPROVAL: Yes No

SUPPORTING DOCUMENTATION:

SITE VISIT:

RECOMMENDATIONS:

SUBMITTED BY:

SUBMITTED TO:

Russell Brito, Planning Manager
City of Albuquerque Planning Department

Date

26000

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.

INFORMATION REQUIRED FOR ALL ADMINISTRATIVE DECISIONS OR AMENDMENTS

- 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

ARCHEOLOGICAL 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 14-16-5(A)(3)(b)

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(X)(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.*

Minor Amendments must be within the thresholds established in IDO TABLE 6-4-5. 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(Y)(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.*

Minor Amendments must be within the thresholds established in IDO TABLE 6-4-5. Any amendment beyond these thresholds is considered a Major Amendment and must be processed through the original decision-making body for the request.

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)(6)
 - Office of Neighborhood Coordination notice inquiry response and proof of emailed notice to affected Neighborhood Association representatives
 - Sign Posting Agreement

<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>	
Signature: <u><i>Derrick Archuleta</i></u>	Date: <u>2.6.2020</u>
Printed Name: <u>DERICK ARCHULETA</u>	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent
FOR OFFICIAL USE ONLY	
Project Number:	Case Numbers
	-
	-
	-
Staff Signature:	
Date:	

FIRST FINANCIAL CREDIT UNION
601 Tijeras Avenue NW
Albuquerque NM

February 5, 2020

Jolene Wolfley, Chair
City of Albuquerque
Development Review Board
600 2nd St NW
Albuquerque NM

**RE: OWNER AUTHORIZATION
TRACTS 1A-2-A-2-A & 1A-2-A-3-A, RENAISSANCE CENTER
PR 2019-00276 / PS 2019-00075**

Ms. Wolfley and members of the Board:

First Financial Credit Union is authorizing Derrick Archuleta, ARCH+PLAN Land Use Consultants to serve as agent for Preliminary Final Plat review for a minor subdivision for the above mentioned property.

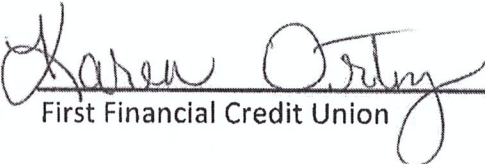
The property owner would like to relocate an interior lot line for existing Tracts 1A-2-A-2 and 1A-2-A-3, Renaissance Center. Proposed Tract 1A-2-A-2-A is to be 3.4736± net acres and Tract 1A-2-A-3-A is to be 4.9508± acres on property zoned MX-M (Mixed Use – Moderate Intensity).

The authorization will include, but not limited to:

- Preparation of materials for the Development Review Board
- Project management
- Project representation
- Execution of all documents to be submitted to the City of Albuquerque.

If you have any questions, please contact me.

Sincerely,

 - KAREN ORTIZ · C.O.O. / E.V.P.
First Financial Credit Union