



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

SUBDIVISIONS		☐ Final Sign off of EPC Site Plan(s) (Form P2)	
☐ Major – Preliminary Plat (Form P1)	☐ Amendment to Site Plan (Form P2)	☐ Vacation of Public Right-of-way (Form V)	
☐ Minor – Preliminary/Final Plat (Form S2)	MISCELLANEOUS APPLICATIONS		☐ Vacation of Public Easement(s) DRB (Form V)
☐ Major - Final Plat (Form S1)	☐ Extension of Infrastructure List or IIA (Form S1)	☐ Vacation of Private Easement(s) (Form V)	
☐ Amendment to Preliminary Plat (Form S2)	☐ Minor Amendment to Infrastructure List (Form S2)	PRE-APPLICATIONS	
☐ Extension of Preliminary Plat (Form S1)	☐ Temporary Deferral of SNW (Form V2)	☒ Sketch Plat Review and Comment (Form S2)	
	☐ Sidewalk Waiver (Form V2)		
SITE PLANS		☐ Waiver to IDO (Form V2)	APPEAL
☐ DRB Site Plan (Form P2)	☐ Waiver to DPM (Form V2)	☐ Decision of DRB (Form A)	
BRIEF DESCRIPTION OF REQUEST			
LOT LINE ADJUSTMENT BETWEEN 2 EXISTING LOTS			

APPLICATION INFORMATION			
Applicant: FIRST FINANCIAL CREDIT UNION		Phone:	
Address: 601 TIJERAS AV NW		Email:	
City: ALBUQUERQUE	State: NM	Zip: 87102	
Professional/Agent (if any): ARCH+PLAN LAND USE CONSULTANTS		Phone: 505.980.8365	
Address: P.O. Box 25911		Email: arch.plan@comcast.net	
City: ALBUQUERQUE	State: NM	Zip: 87125	
Proprietary Interest in Site: OWNER		List all owners:	
SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)			
Lot or Tract No.: 1A-2-A-2 & 1A-2-A-3		Block:	Unit: 1.016.061.098.300.208.02
Subdivision/Addition: RENAISSANCE CENTER		MRGCD Map No.:	UPC Code: 1.016.061.123.323.208.03
Zone Atlas Page(s): F-16	Existing Zoning: MX-M	Proposed Zoning: n/a	
# of Existing Lots: 2	# of Proposed Lots: 2	Total Area of Site (Acres): 12.56±	
LOCATION OF PROPERTY BY STREETS			
Site Address/Street: UNION WAY RD		Between: MISSION AV	and: N. RENAISSANCE BLVD
CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)			
1003421			

Signature: <i>Derrick Archuleta</i>		Date: 8.20.19	
Printed Name: DERRICK ARCHULETA		☐ Applicant or ☒ Agent	
FOR OFFICIAL USE ONLY			
Case Numbers	Action	Fees	Case Numbers
Meeting Date:		Fee Total:	
Staff Signature:	Date:	Project #	

Please refer to the DRB minor case schedule for meeting dates and deadlines unless noted differently below. Bring original Mylar of plat with property owner's and City Surveyor's signatures on it to the meeting. Your attendance is required.

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: _____
- ☐ A Single PDF file of the complete application including all 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. PDF shall be organized with the Development Review Application and this Form S2 at the front followed by the remaining documents in the order provided on this form.
- ☐ Zone Atlas map with the entire site clearly outlined and labeled



SKETCH PLAT REVIEW AND COMMENT

- ☐ Letter describing, explaining, and justifying the request
- ☐ 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)

MAJOR SUBDIVISION FINAL PLAT APPROVAL (requires published notice, heard on the DRB Major Case Schedule)

- ☐ Letter describing, explaining, and justifying the request
- ☐ Copy of recorded IIA
- ☐ Proposed Final Plat (7 copies, 24" x 36" folded)
- ☐ Design elevations & cross sections of perimeter walls (3 copies)
- ☐ 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 SUBDIVISION PRELIMINARY/FINAL PLAT APPROVAL

- ☐ Letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-6(I)
- ☐ Sites 5 acres or greater: Archaeological Certificate in accordance with IDO Section 14-16-6-5(A)
- ☐ Form DRWS Drainage Report, Grading and Drainage Plan, and Water & Sewer Availability Statement submittal information
- ☐ Required notice with content per IDO Section 14-16-6-4(K)(6)
 - ☐ Office of Neighborhood Coordination Public Notice Inquiry response
 - ☐ Proof of emailed notice to applicable Neighborhood Association representatives
- ☐ Proposed Preliminary / Final Plat with property owner's and City Surveyor's signatures on the plat prior to submittal (7 copies, folded)
- ☐ Sidewalk Exhibit and/or 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)
- ☐ Landfill disclosure statement per IDO Section 14-16-5-2(G) if site is within a designated landfill buffer zone
- ☐ Proposed Infrastructure List, if applicable
- ☐ DXF file and hard copy of final plat data for AGIS submitted and approved

MINOR AMENDMENT TO PRELIMINARY PLAT OR INFRASTRUCTURE LIST

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

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.

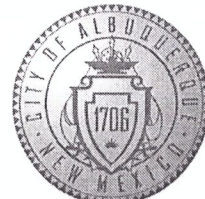
I, the applicant or agent, acknowledge that if any required information is not submitted with this application, the application will not be scheduled for a public meeting or hearing, if required, or otherwise processed until it is complete.

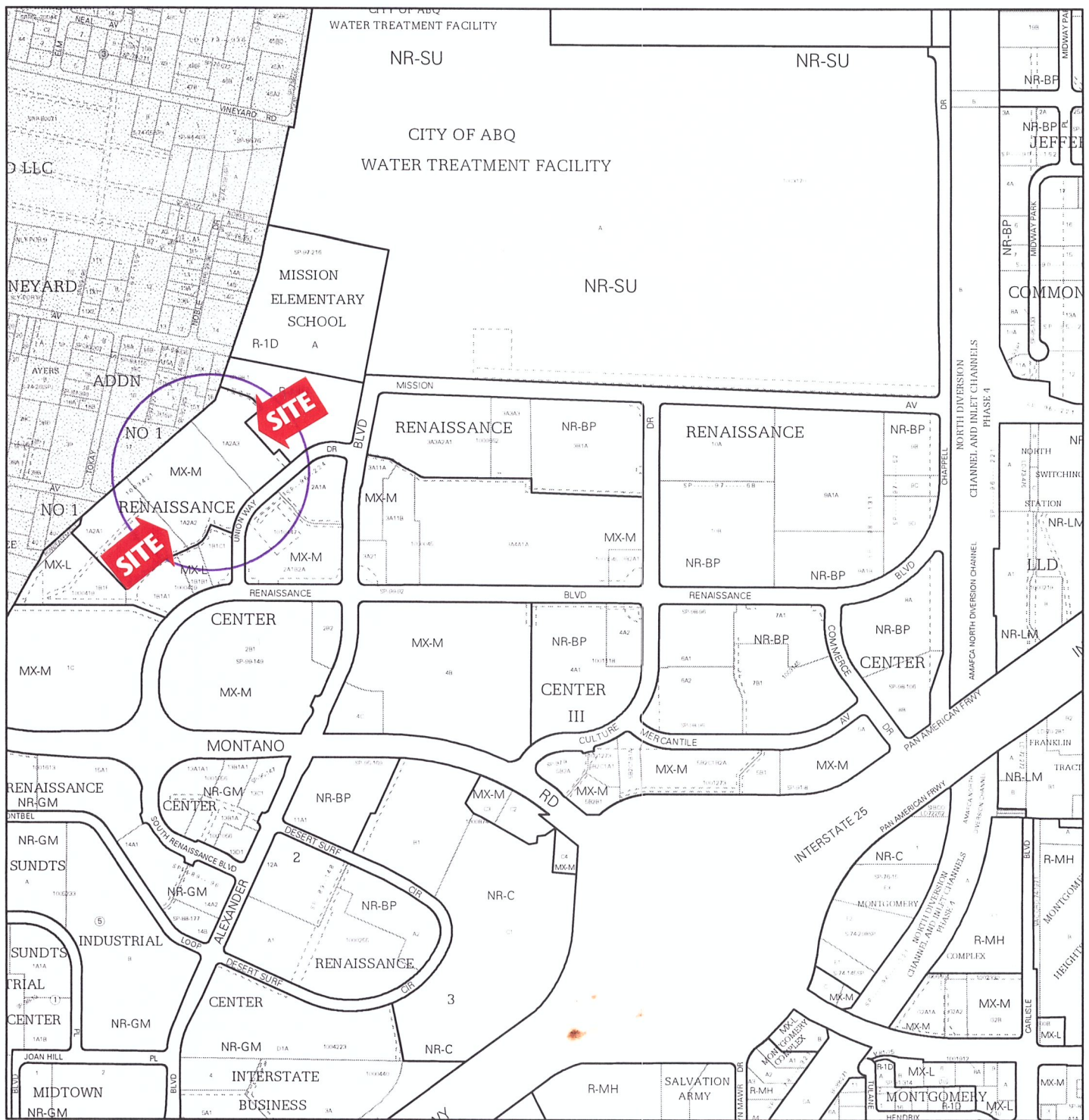
Signature: Derrick Archuleta
 Printed Name: DERRICK ARCHULETA

Date: 8.20.19
☐ Applicant or ☒ Agent

FOR OFFICIAL USE ONLY

Case Numbers:	Project Number
Staff Signature:	
Date:	



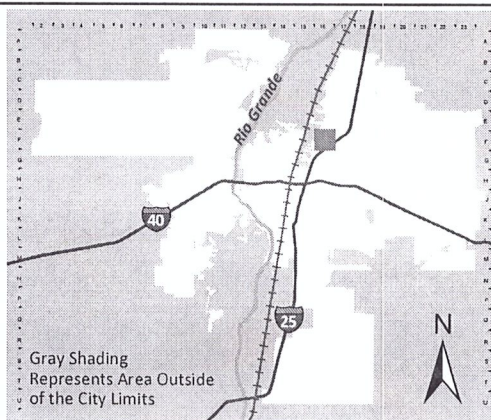


For more details about the Integrated Development Ordinance visit: <http://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance>

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:

F-16-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

ARCH+PLAN
LAND USE CONSULTANTS
ALBUQUERQUE NM

August 20, 2019

Kym Dicome, Chair
City of Albuquerque
Development Review Board
600 2nd St NW
Albuquerque NM

RE: TRACTS 1A-2-A-2 & 1A-2-A-3, RENAISSANCE CENTER

Ms. Dicome and members of the Board:

I would like to request Sketch 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 property is currently vacant.

The site is located within the North I-25 Planning Area and governed by the Area of Change of the Albuquerque/Bernalillo County Comprehensive Plan.

Thank you for your time and consideration of the proposed application.

Sincerely,



Derrick Archuleta, MCRP
Principal

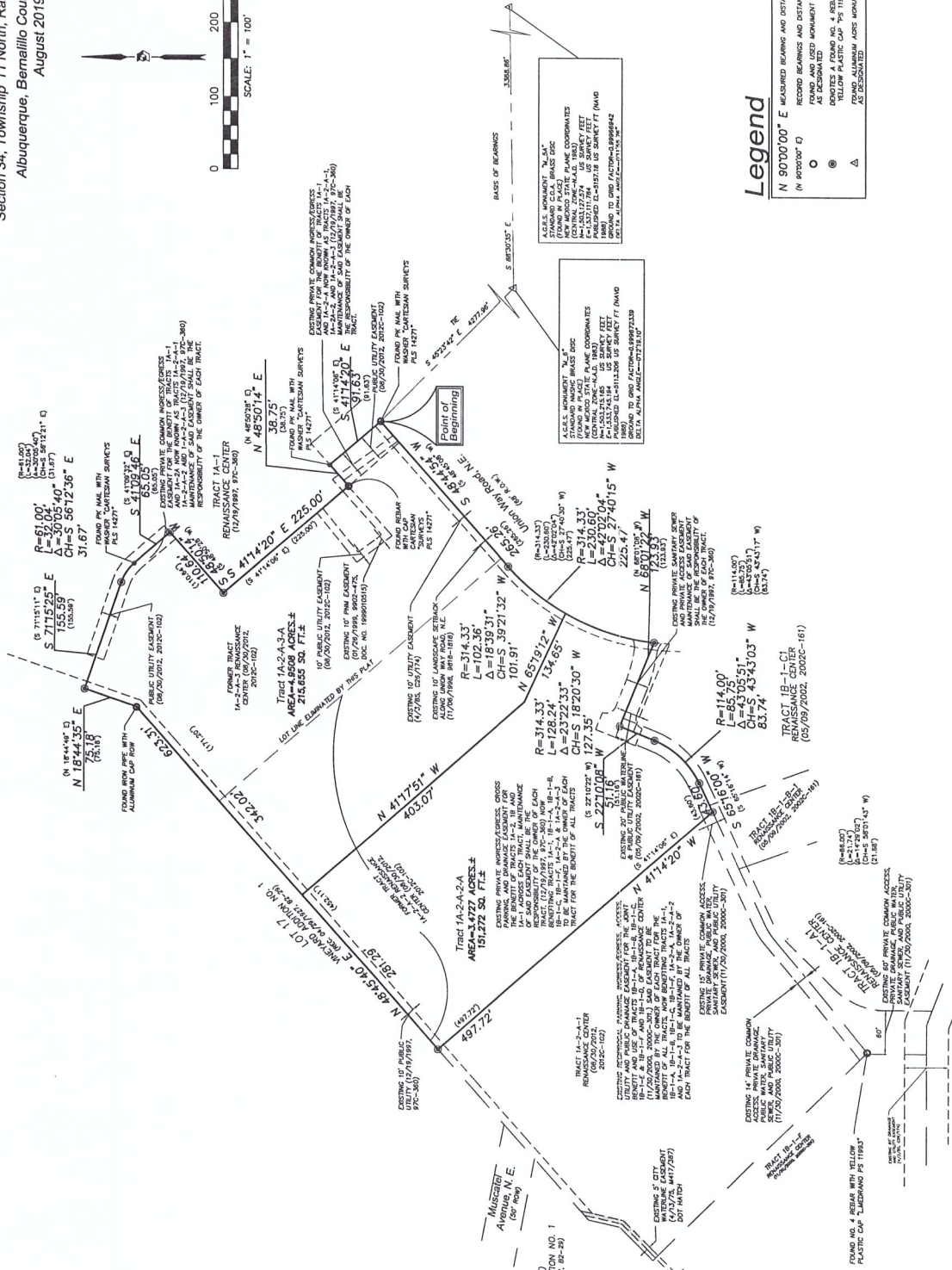
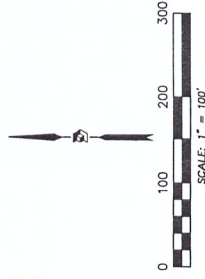
Tracts 1A-2-A-2-A, and 1A-2-A-3-A

Renaissance Center

Elena Gallegos Grant, Porjected
Section 34, Township 11 North, Range 3 East, N.M.P.M.

Albuquerque, Bernalillo County, New Mexico

August 2019



Legend

MEASURED BEARING AND DISTANCES
RECORD BEARINGS AND DISTANCES
FOUND AND USED MONUMENT
AS DESIGNATED
DENOTES A FOUND NO. 4 REBAR WITH
YELLOW PLASTIC CAP "PS 11993"
FOUND ALUMINUM ADPS MONUMENT

[illegible]