



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 S1)	<input type="checkbox"/> Major 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"/> Vacation of Public Easement(s) DRB (Form V)	
<input type="checkbox"/> Major - Final Plat (Form S2)	<input type="checkbox"/> Extension of Infrastructure List or IIA (Form S1)	<input type="checkbox"/> Vacation of Private Easement(s) (Form V)	
<input type="checkbox"/> Minor 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 SW (Form V2)	<input checked="" type="checkbox"/> Sketch Plat Review and Comment (Form S2)	
	<input type="checkbox"/> Sidewalk Waiver (Form V2)		
<b>SITE PLANS</b>	<input type="checkbox"/> Waiver to IDO (Form V2)	<b>APPEAL</b>	
<input type="checkbox"/> DRB Site Plan (Form P2)	<input type="checkbox"/> Waiver to DPM (Form V2)	<input type="checkbox"/> Decision of DRB (Form A)	
<b>BRIEF DESCRIPTION OF REQUEST</b>			
CREATE 2 LOTS FROM 1 EXISTING LOT			
GRANT ADDITIONAL RECIPROCAL CROSS ACCESS & DRAINAGE EASEMENT			

<b>APPLICATION INFORMATION</b>			
Applicant: <u>SUNPORT PARK HOSPITALITY LLC</u>		Phone:	
Address: <u>3304 W. HWY 66</u>		Email:	
City: <u>GALLUP</u>	State: <u>NM</u>	Zip: <u>87301</u>	
Professional/Agent (if any): <u>ARCH + PLAN LAND USE CONSULTANTS</u>		Phone: <u>505.980.8365</u>	
Address: <u>P.O. BOX 25911</u>		Email: <u>arch.plan@comcast.net</u>	
City: <u>ALBUQUERQUE</u>	State: <u>NM</u>	Zip: <u>87125</u>	
Proprietary Interest in Site: <u>OWNERS</u>		List all owners:	
<b>SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)</b>			
Lot or Tract No.: <u>2-A-2</u>		Block: <u>2</u>	Unit:
Subdivision/Addition: <u>SUNPORT PARK</u>		MRGCD Map No.:	UPC Code: <u>1-015-055-195-233-304-11</u>
Zone Atlas Page(s): <u>M-15</u>	Existing Zoning: <u>NR-BP</u>		Proposed Zoning: <u>N/A</u>
# of Existing Lots: <u>1</u>	# of Proposed Lots: <u>2</u>		Total Area of Site (Acres): <u>2.0473±</u>
<b>LOCATION OF PROPERTY BY STREETS</b>			
Site Address/Street: <u>WOODWARD RD</u>		Between: <u>UNIVERSITY BLVD</u>	and: <u>TRANSPORT ST</u>
<b>CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)</b>			
<u>PR 2019-002905      SI 2019-00336</u>			

Signature: <u>Derrick Archuleta</u>		Date: <u>1.7.20</u>	
Printed Name: <u>DERICK ARCHULETA</u>		<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 S2: SUBDIVISION OF LAND – MINOR ACTIONS

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](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 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

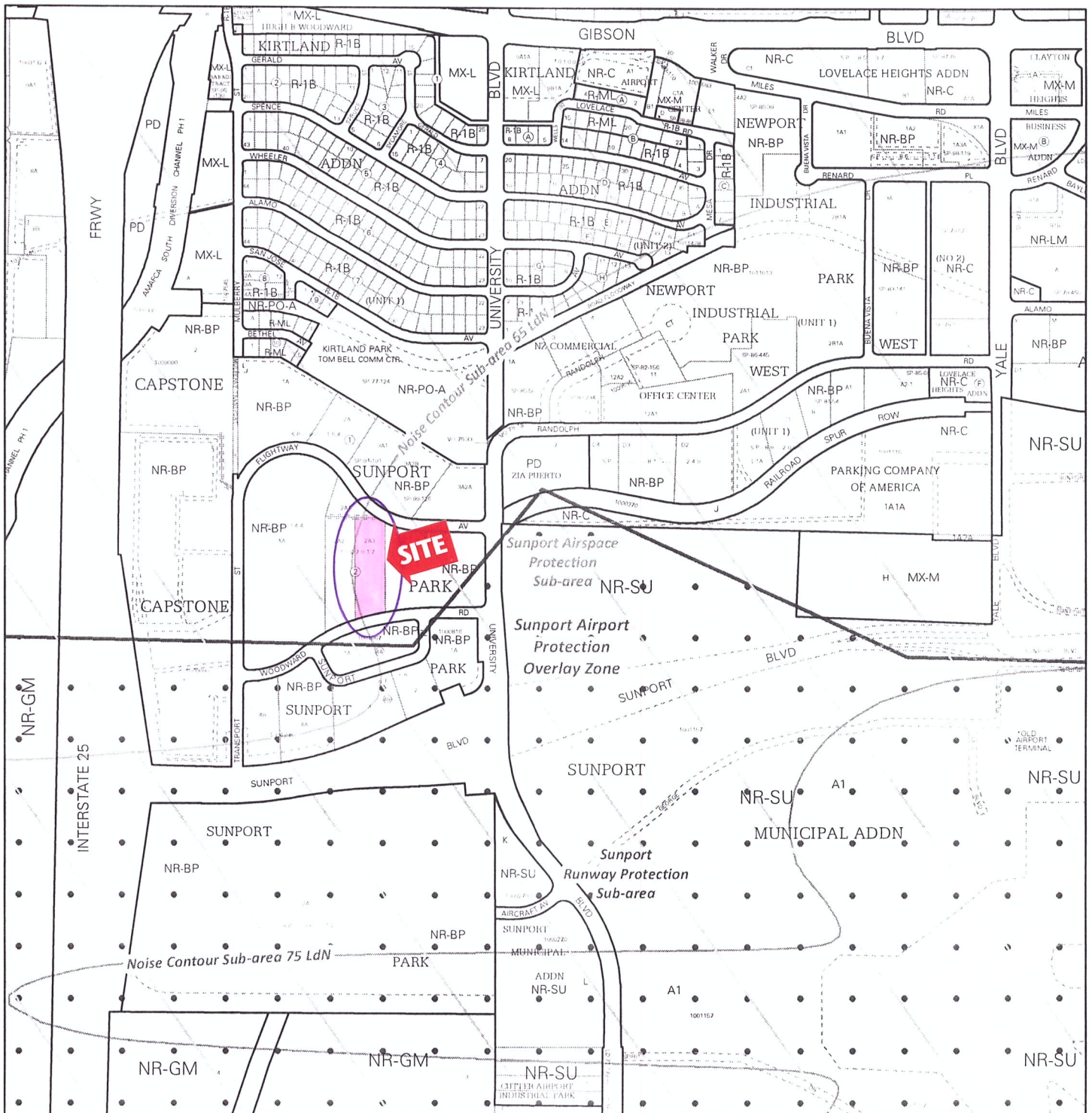
### ☐ MINOR AMENDMENT TO PRELIMINARY PLAT OR INFRASTRUCTURE LIST

- ☐ 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.

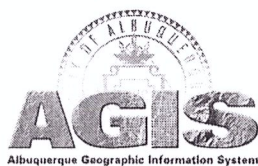
<i>I, the applicant or agent, acknowledge that if any required information is not submitted with this application, the application will not be scheduled for a public meeting or hearing, if required, or otherwise processed until it is complete.</i>	
Signature: <u><i>Derrick Archuleta</i></u>	Date: <u>1.7.20</u>
Printed Name: <u>DERRICK ARCHULETA</u>	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent
<b>FOR OFFICIAL USE ONLY</b>	
Case Numbers: _____	Project Number _____
Staff Signature: _____	
Date: _____	



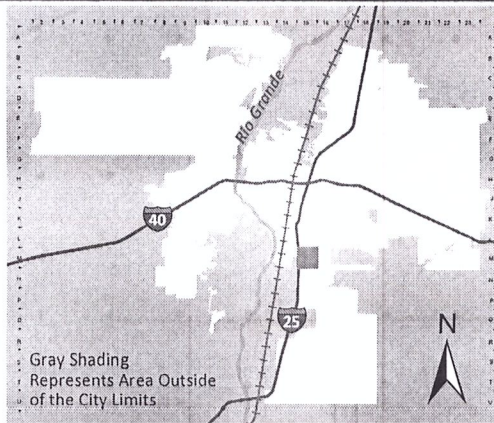


For more details about the Integrated Development Ordinance visit: <http://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance>

# 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:  
**M-15-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**

January 7, 2020

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

**RE: LOT 2-A-2, BLOCK 2, SUNPORT PARK**

Ms. Wolfley 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 create two lots from existing Lot 2-A-2, Block 2, Sunport Park. Proposed Lot 2-A-2-1 is to be 1.4685± net acres and Lot 2-A-2-2 is to be 0.5788± acres on property zoned NR-BP (Non Residential – Business Park).

The property is undeveloped. On Sept 23, 2019, a Minor Amendment to the Site Development Plan approved prior to the IDO was submitted to the City under PR 2019-002905 / SI 2019-00336.

The site is located within the Near Heights Planning Area and governed by the Area of Change of the Albuquerque/Bernalillo County Comprehensive Plan including the Sunport Airport Protection Overlay Zone.

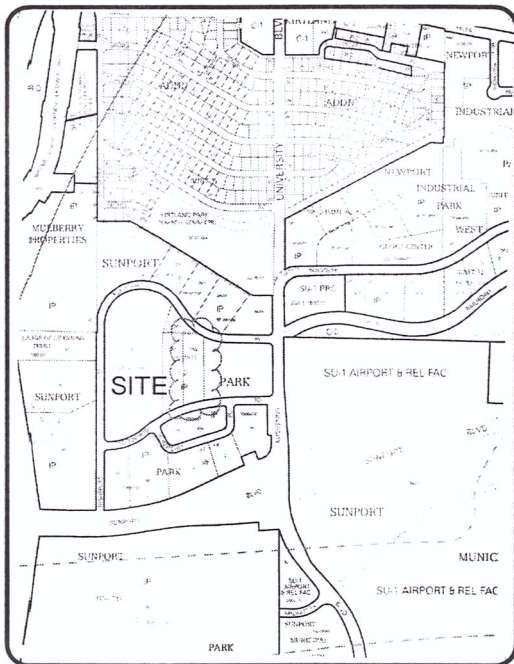
Thank you for your time and consideration of the proposed application.

Sincerely,

A handwritten signature in blue ink, reading "Derrick Archuleta", with a long horizontal flourish extending to the right.

Derrick Archuleta, MCRP  
Principal





ZONE ATLAS M-15-Z NOT TO SCALE

**PURPOSE OF PLAT:**

THE PURPOSE OF THIS PLAT IS TO CREATE TWO (2) LOTS FROM ONE (1) AND GRANT AN ADDITIONAL RECIPROCAL CROSS ACCESS AND DRAINAGE EASEMENT.

**NOTES:**

1. BEARINGS ARE GRID BASED—NEW MEXICO STATE PLANE CENTRAL ZONE (NAD 1983)
2. ALL DISTANCES SHOWN ARE GROUND DISTANCES.
3. ALL BOUNDARY CORNERS IDENTIFIED AS "SET", ARE 5/8" REBAR WITH CAP STAMPED "PS 21082", AND DEPICTED AS NOTED UNLESS OTHERWISE INDICATED.
4. BEARINGS AND DISTANCES IN ( ) ARE RECORD
5. FIELD SURVEY DATE: MONTH OF NOVEMBER 2019
6. EXISTING RECIPROCAL DRAINAGE EASEMENT FOR THE BENEFIT OF LOTS 2-A-1, 2-A-2 AND 2-A-3 FILED VOL. 2008C, FOLIO 165

**SUBDIVISION DATA:**

DRB#  
ZONE ATLAS INDEX NO. M-15-Z  
TOTAL NO. OF TRACTS EXISTING 1  
TOTAL NO. OF TRACTS CREATED 2  
TOTAL NO. ACRES: 2.04728 ACRES (GROSS)

**DOCUMENTS USED:**

SUNSET VILLA VOL. 2007C, FOLIO 269

THIS IS TO CERTIFY THAT TAXES ARE CURRENT AND PAID ON

UNIFORM PROPERTY CODE #:

BERNALILLO COUNTY TREASURER'S OFFICE:

**LEGAL DESCRIPTION**

LOTS NUMBERED 2-A-2, BLOCK 2, SUNPORT PARK SUBDIVISION AS THE SAME IS SHOWN AND DESIGNATED ON THE PLAT FILED FOR RECORD IN THE OFFICE OF THE COUNTY CLERK OF BERNALILLO COUNTY, NEW MEXICO ON JULY 24, 2008 IN PLAT BOOK 2008C, FOLIO 0165 AS DOCUMENT #2008093348.

PUBLIC UTILITY EASEMENTS SHOWN ON THIS PLAT ARE GRANTED FOR THE COMMON AND JOINT USE OF:

PUBLIC SERVICE COMPANY OF NEW MEXICO ("PNM"), A NEW MEXICO CORPORATION, (PNM ELECTRIC) FOR THE INSTALLATION, MAINTENANCE, AND SERVICE OF OVERHEAD AND UNDERGROUND ELECTRICAL LINES, TRANSFORMER, AND OTHER EQUIPMENT RELATED FACILITIES REASONABLY NECESSARY TO PROVIDE ELECTRICAL SERVICES.

NEW MEXICO GAS COMPANY FOR INSTALLATION, MAINTENANCE, AND SERVICE OF NATURAL GAS LINES, VALVES AND OTHER EQUIPMENT AND FACILITIES REASONABLY NECESSARY TO PROVIDE NATURAL GAS SERVICES.

QWEST CORPORATION D.B.A. CENTURY LINK QC FOR THE INSTALLATION, MAINTENANCE, AND SERVICE OF SUCH LINES, CABLE, AND OTHER RELATED EQUIPMENT AND FACILITIES REASONABLY NECESSARY TO PROVIDE CABLE SERVICES.

COMCAST FOR THE INSTALLATION, MAINTENANCE, AND SERVICE OF SUCH LINES, CABLE, AND OTHER RELATED EQUIPMENT AND FACILITIES REASONABLY NECESSARY TO PROVIDE CABLE SERVICES.

INCLUDED, IS THE RIGHT TO REBUILD, CONSTRUCT, RECONSTRUCT, LOCATE, RELOCATE, CHANGE, REMOVE, REPLACE, MODIFY, RENEW, OPERATE AND MAINTAIN FACILITIES FOR PURPOSES DESCRIBED ABOVE, TOGETHER WITH FREE ACCESS TO, FROM, AND OVER SAID EASEMENT, WITH THE RIGHT AND PRIVILEGE OF GOING UPON, OVER AND ACROSS ADJOINING LANDS OF "GRANTOR" FOR PURPOSES SET FORTH HEREIN AND WITH THE RIGHT TO UTILIZE THE RIGHT OF WAY AND EASEMENT TO EXTEND SERVICES TO CUSTOMERS OF "GRANTEE", INCLUDING SUFFICIENT WORKING SPACE FOR ELECTRICAL TRANSFORMERS, WITHIN THE RIGHT AND PRIVILEGE TO TRIM AND REMOVE TREES, SHRUBS OR BUSHES WHICH INTERFERE WITH THE PURPOSES SET FORTH HEREIN. NO BUILDING, SIGN, POOL (ABOVEGROUND OR SUBSURFACE), HOT TUB, CONCRETE OR WOOD DECKING, OR OTHER STRUCTURE SHALL BE ERRECTED OR CONSTRUCTED ON SAID EASEMENTS, NOR SHALL ANY WELL BE DRILLED OR OPERATED THEREON. PROPERTY OWNERS SHALL BE SOLELY RESPONSIBLE FOR CORRECTING ANY VIOLATIONS OF NATIONAL ELECTRICAL SAFETY CODE BY CONSTRUCTION OF POOLS, DECKING, OR ANY STRUCTURES ADJACENT TO OR NEAR EASEMENTS SHOWN ON PLAT.

**DISCLAIMER**

IN APPROVING THIS PLAT, PUBLIC SERVICE COMPANY (PNM), NEW MEXICO GAS COMPANY (NMGC), CENTURY LINK AND COMCAST DID NOT CONDUCT A TITLE SEARCH OF THE PROPERTIES SHOWN HEREON. CONSEQUENTLY PUBLIC SERVICE COMPANY (PNM), NEW MEXICO GAS COMPANY (NMGC), CENTURY LINK AND COMCAST DO NOT WAIVE OR RELEASE ANY EASEMENTS OR ANY EASEMENTS RIGHTS WHICH MAY HAVE BEEN GRANTED BY A PRIOR PLAT, RE-PLAT OR ANY OTHER DOCUMENT AND WHICH ARE NOT SHOWN ON THIS PLAT

**FREE CONSENT:**

THE UNDERSIGNED OWNER(S) AND PROPRIETOR(S) OF THE LAND HEREIN DESCRIBED AND BEING COMPRISED OF LOTS NUMBERED 2-A-2, BLOCK 2 SUNPORT PARK SUBDIVISION, CITY OF ALBUQUERQUE, BERNALILLO COUNTY, NEW MEXICO, DO HEREBY CONSENT TO THE CONSOLIDATION OF THE PROPERTY AS SHOWN AND THE SAME IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNER(S) AND/OR PROPRIETOR(S) AND SAID OWNER(S) AND/OR PROPRIETOR(S) WARRANT THAT THEY HOLD AMONG THEM COMPLETE AND INDEFEASIBLE TITLE IN FEE SIMPLE TO THE PARCEL(S) HEREIN DESCRIBED. SAID OWNER(S) AND/OR PROPRIETOR(S) DO HEREBY REPRESENT THAT THEY ARE SO AUTHORIZED TO ACT.

BY: \_\_\_\_\_  
OWNER/DATE

**ACKNOWLEDGMENT**

STATE OF )  
                  ) SS.  
COUNTY OF )

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2019 BY \_\_\_\_\_

NOTARY PUBLIC: \_\_\_\_\_

MY COMMISSION EXPIRES: \_\_\_\_\_

**SOLAR COLLECTION NOTE:**

PER SECTION 14-14-4-7 OF THE SUBDIVISION ORDINANCE

NO PROPERTY WITHIN THE AREA OF THIS PLAT SHALL AT ANY TIME BE SUBJECT TO DEED RESTRICTION, COVENANT OR BUILDING AGREEMENT PROHIBITING SOLAR COLLECTORS FROM BEING INSTALLED ON BUILDING OR BEING ERRECTED ON THE LOTS OR PARCELS WITHIN THE AREA OF THIS PLAT. THE FOREGOING REQUIREMENT SHALL BE A CONDITION TO THE APPROVAL OF THIS PLAT.

**SHEET INDEX**

PAGE 1. COVER  
PAGE 2. SUBDIVISION PLAT

**SUBDIVISION SKETCH PLAT OF  
LOT 2-A-2-1 AND 2-A-2-2  
SUNPORT PARK**

BLOCK 2

WITHIN SECTION 33, TOWNSHIP 10 NORTH, RANGE 3 EAST, N.M.P.M.  
CITY OF ALBUQUERQUE, BERNALILLO COUNTY, NEW MEXICO  
DECEMBER 2019

PROJECT NUMBER: \_\_\_\_\_

CITY APPROVALS:

CITY SURVEYOR \_\_\_\_\_ DATE \_\_\_\_\_

TRAFFIC ENGINEERING, TRANSPORTATION DIVISION \_\_\_\_\_ DATE \_\_\_\_\_

UTILITIES DEVELOPMENT \_\_\_\_\_ DATE \_\_\_\_\_

PARKS AND RECREATION DEPARTMENT \_\_\_\_\_ DATE \_\_\_\_\_

A.M.A.F.C.A. \_\_\_\_\_ DATE \_\_\_\_\_

ABCWUA \_\_\_\_\_ DATE \_\_\_\_\_

CITY ENGINEER \_\_\_\_\_ DATE \_\_\_\_\_

DRB CHAIRPERSON, PLANNING DEPARTMENT \_\_\_\_\_ DATE \_\_\_\_\_

REAL PROPERTY DIVISION \_\_\_\_\_ DATE \_\_\_\_\_

**UTILITY APPROVALS:**

PNM ELECTRIC SERVICES \_\_\_\_\_ DATE \_\_\_\_\_

NEW MEXICO GAS \_\_\_\_\_ DATE \_\_\_\_\_

QWEST CORPORATION D.B.A. CENTURY LINK QC \_\_\_\_\_ DATE \_\_\_\_\_

COMCAST \_\_\_\_\_ DATE \_\_\_\_\_

**SURVEYOR'S CERTIFICATE:**

I, DAVID P ACOSTA, NEW MEXICO PROFESSIONAL SURVEYOR NO. 21082, DO HEREBY CERTIFY THAT THIS PLAT AND THE ACTUAL SURVEY ON THE GROUND UPON WHICH IT IS BASED WAS PERFORMED BY ME OR UNDER MY DIRECT SUPERVISION. MY CERTIFICATE OF RECORDS FOR MONUMENTATION AND SURVEYS OF THE CITY OF ALBUQUERQUE SUBDIVISION ORDINANCE, SHOWS ALL EASEMENTS ON SUBJECT TRACT AS SHOWN ON THE PLAT ON RECORD OR MADE KNOWN TO ME BY THE OWNER(S), UTILITY COMPANIES OR OTHER PARTIES EXPRESSING AN INTEREST. I MEET THE MINIMUM STANDARDS FOR SURVEYING IN NEW MEXICO AS ADOPTED BY THE NEW MEXICO BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND SURVEYORS EFFECTIVE 1/1/2018 AND THAT IT IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

**DAVID P ACOSTA**  
NEW MEXICO PROFESSIONAL SURVEYOR NO. 21082

12-12-2019

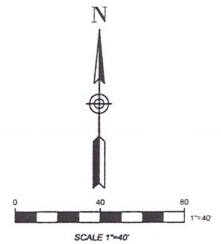
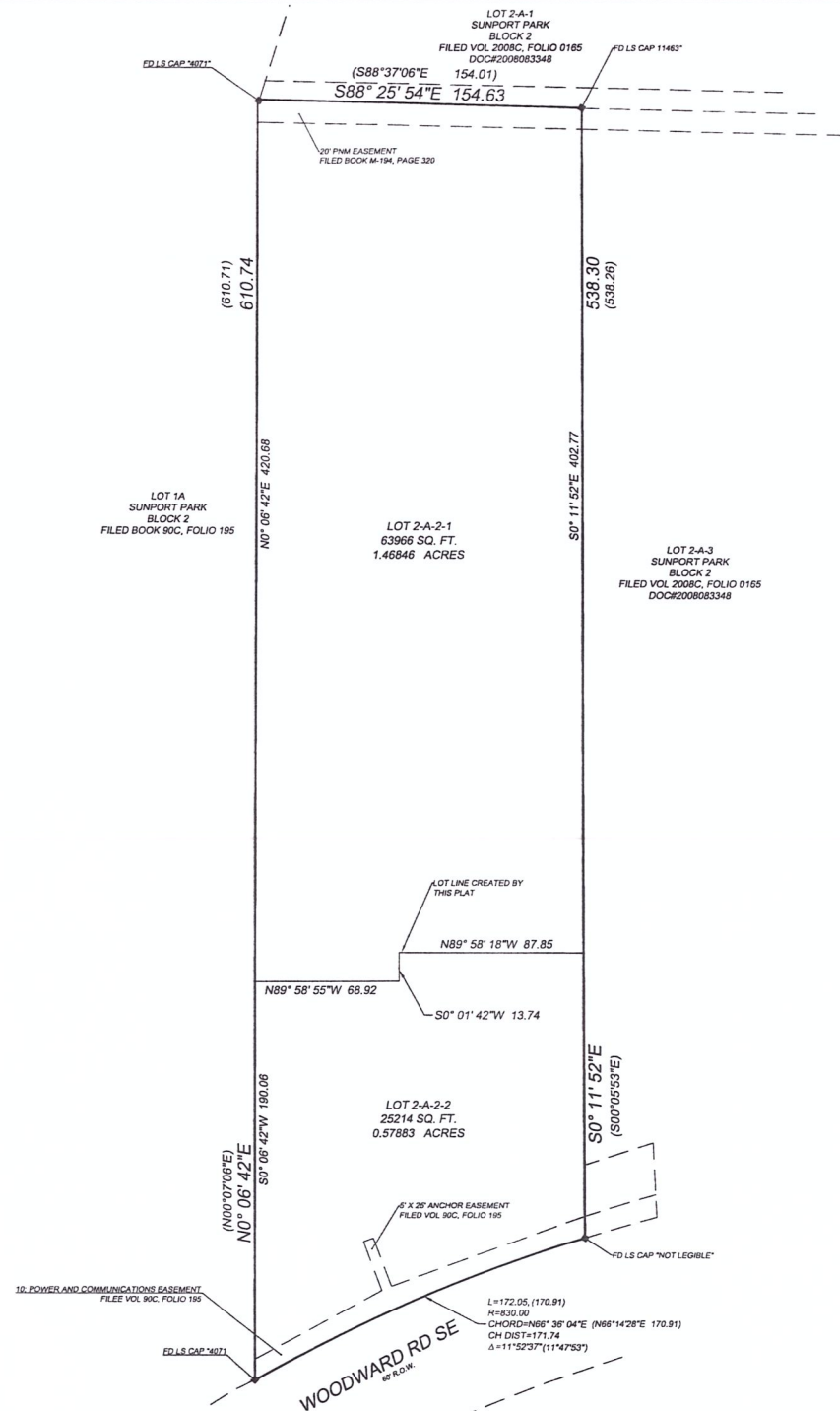
DATE

CONSTRUCTION SURVEY TECHNOLOGIES, INC  
6501 AMERICAS PARKWAY NE, 4TH FLOOR  
ALBUQUERQUE, NM 87110  
505-917-8921

SUBDIVISION SKETCH PLAT OF  
**LOT 2-A-2-1 AND 2-A-2-2**  
**SUNPORT PARK**

BLOCK 2

WITHIN SECTION 33, TOWNSHIP 10 NORTH, RANGE 3 EAST, N.M.P.M.  
 CITY OF ALBUQUERQUE, BERNALILLO COUNTY, NEW MEXICO  
 NOVEMBER 2019



CONSTRUCTION SURVEY TECHNOLOGIES, INC  
 6501 AMERICAS PARKWAY NE, 4TH FLOOR  
 ALBUQUERQUE, NM 87110  
 505-917-8921