



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	<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)	MISCELLANEOUS APPLICATIONS	<input type="checkbox"/> Vacation of Public Easement(s) DRB (Form V)
<input type="checkbox"/> Major - Final Plat (Form S1)	<input type="checkbox"/> Extension of Infrastructure List or IIA (Form S1)	<input type="checkbox"/> Vacation of Private Easement(s) (Form V)
<input type="checkbox"/> Amendment to Preliminary Plat (Form S2)	<input type="checkbox"/> Minor Amendment to Infrastructure List (Form S2)	PRE-APPLICATIONS
<input type="checkbox"/> Extension of Preliminary Plat (Form S1)	<input type="checkbox"/> Temporary Deferral of SW (Form V2)	<input type="checkbox"/> Sketch Plat Review and Comment (Form S2)
	<input type="checkbox"/> Sidewalk Waiver (Form V2)	
SITE PLANS	<input type="checkbox"/> Waiver to IDO (Form V2)	APPEAL
<input type="checkbox"/> DRB Site Plan (Form P2)	<input type="checkbox"/> Waiver to DPM (Form V2)	<input type="checkbox"/> Decision of DRB (Form A)

BRIEF DESCRIPTION OF REQUEST
 I would like a re plat for my 305 and 307 VERANDA Rd NW. Lots in ALBUQUERQUE N.M. 87107

APPLICATION INFORMATION

Applicant: <u>KATHY MANRIQUEZ</u>	Phone: <u>505-991-0311</u>
Address: <u>305 VERANDA Rd. N.W</u>	Email: <u>MANRIQUEZ.K60@gmail.com</u>
City: <u>ALBUQUERQUE</u>	State: <u>N.M</u>
Professional/Agent (if any): <u>ROBERT TRUJILLO</u>	Zip: <u>87107</u>
Address: <u>2614 RAYMOND Rd. S.W.</u>	Phone: <u>505-450-9895</u>
City: <u>ALBUQUERQUE</u>	Email: <u>bobtruji@msw.com</u>
State: <u>N.M</u>	Zip: <u>87105</u>
Proprietary Interest in Site: <u>NONE</u>	List all owners: <u>KATHY MANRIQUEZ</u>

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

Lot or Tract No.: <u>12</u>	Block: <u>4</u>	Unit:
Subdivision/Addition: <u>MONKBRIDGE</u>	MRGCD Map No.: <u>33</u>	UPC Code: <u>1-014-060-398-172-4-15-04</u>
Zone Atlas Page(s): <u>G-14</u>	Existing Zoning: <u>R</u>	Proposed Zoning: <u>R</u>
# of Existing Lots: <u>2</u>	# of Proposed Lots: <u>1</u>	Total Area of Site (Acres): <u>0.386</u>

LOCATION OF PROPERTY BY STREETS

Site Address/Street: 305 VERANDA Rd. N.W Between: 4th St. N.W and: 3rd St N.W

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

Signature: [Signature] Date: 10-1-19

Printed Name: KATHY MANRIQUEZ Applicant or Agent

FOR OFFICIAL USE ONLY

Case Numbers	Action	Fees	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? NO 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

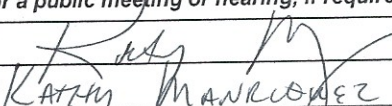

MINOR SUBDIVISION PRELIMINARY/FINAL PLAT APPROVAL

- 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.

<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>	
Signature: 	Date: <u>10-1-19</u>
Printed Name: <u>KATHY MANRIQUEZ</u>	<input checked="" type="checkbox"/> Applicant or <input type="checkbox"/> Agent
FOR OFFICIAL USE ONLY	
Case Numbers:	Project Number
Staff Signature: _____	
Date: _____	

Details |

Basemap |

Share

Print

Measure

Find address

Legend

zoneatlas

City Limits



Zone Atlas Grid



Kathy Manriquez

307 Veranda Rd NW

Albuquerque NM 87107

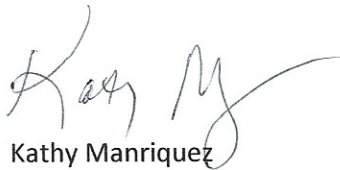
I, Kathy Manriquez, am the owner of both parcels of land located adjacent to each other. The addresses are 305 and 307 Veranda Rd., NW, Albuquerque, NM 87107. I need to Re Plat the Lots in order to obtain financing to remodel my 307 residence. My floor furnace is no longer functioning, my windows need upgrading and my bathroom needs to be remodeled in order to become accessible for my 85 year old father.

I have asked my friend Robert Trujillo, owner of Fortress Of Julius Realty to list and sell my 307 property. He advised me not to sell it but to Re Plat it and refinance. He will also assist me at no charge in the gathering of information you require for the Re Plat.

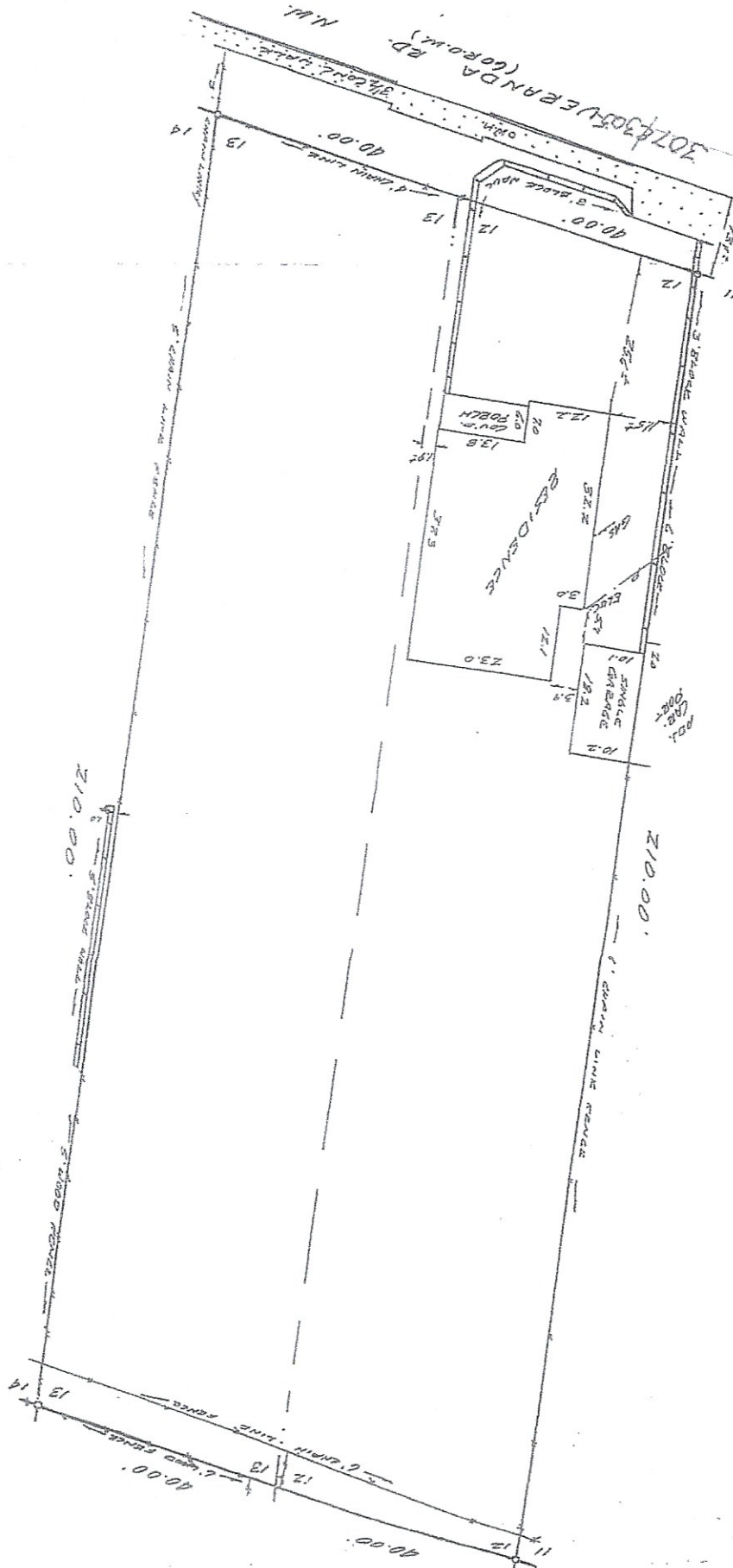
I have inquired about refinancing with Waterstone Mortgage and they will assist me in refinancing. That process will take about 45 to 60 days to complete.

Time is of the essence because the weather is getting colder and a cold house is not healthy for either my father or myself.

Sincerely;

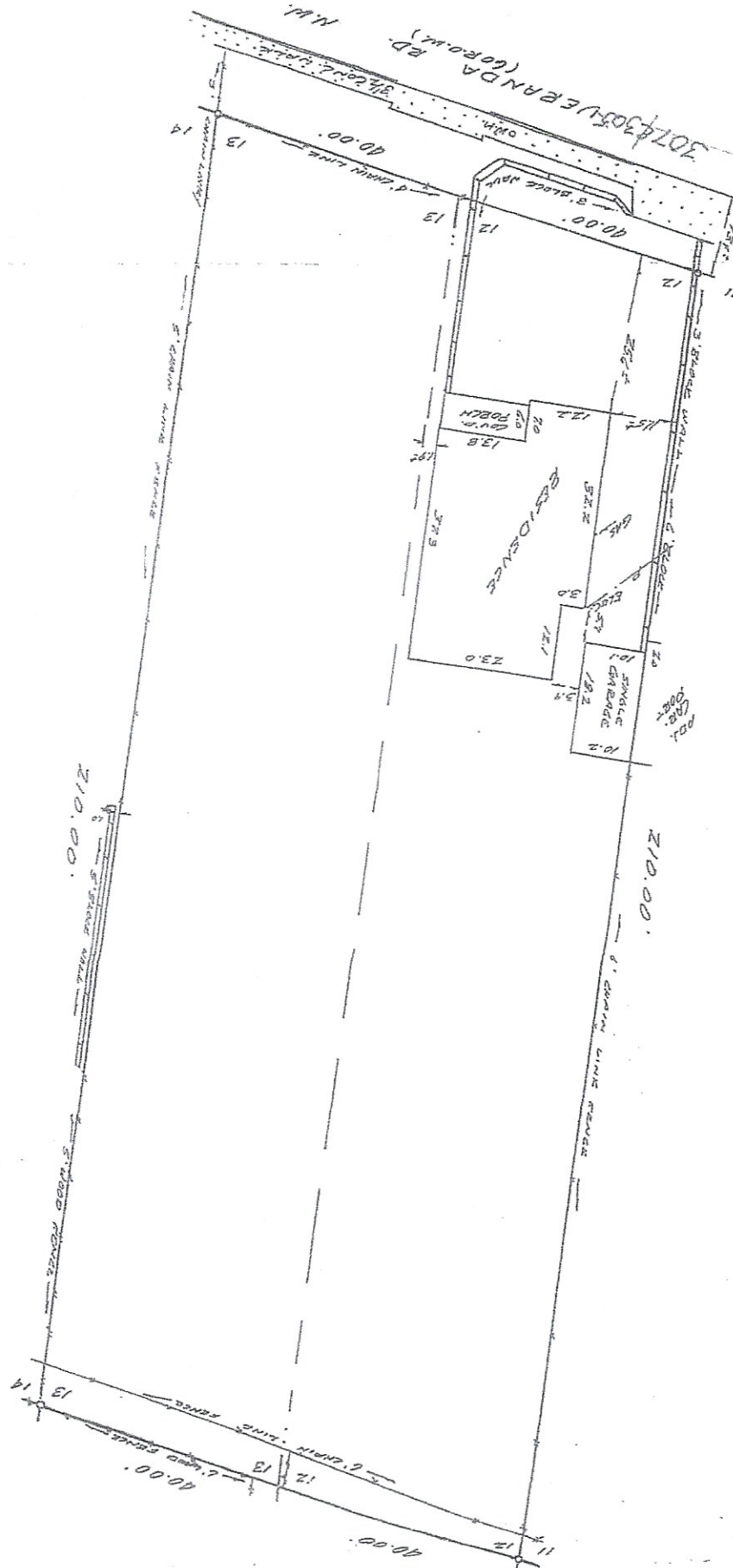
A handwritten signature in cursive script, appearing to read "Kathy M.", with a long horizontal flourish extending to the right.

Kathy Manriquez



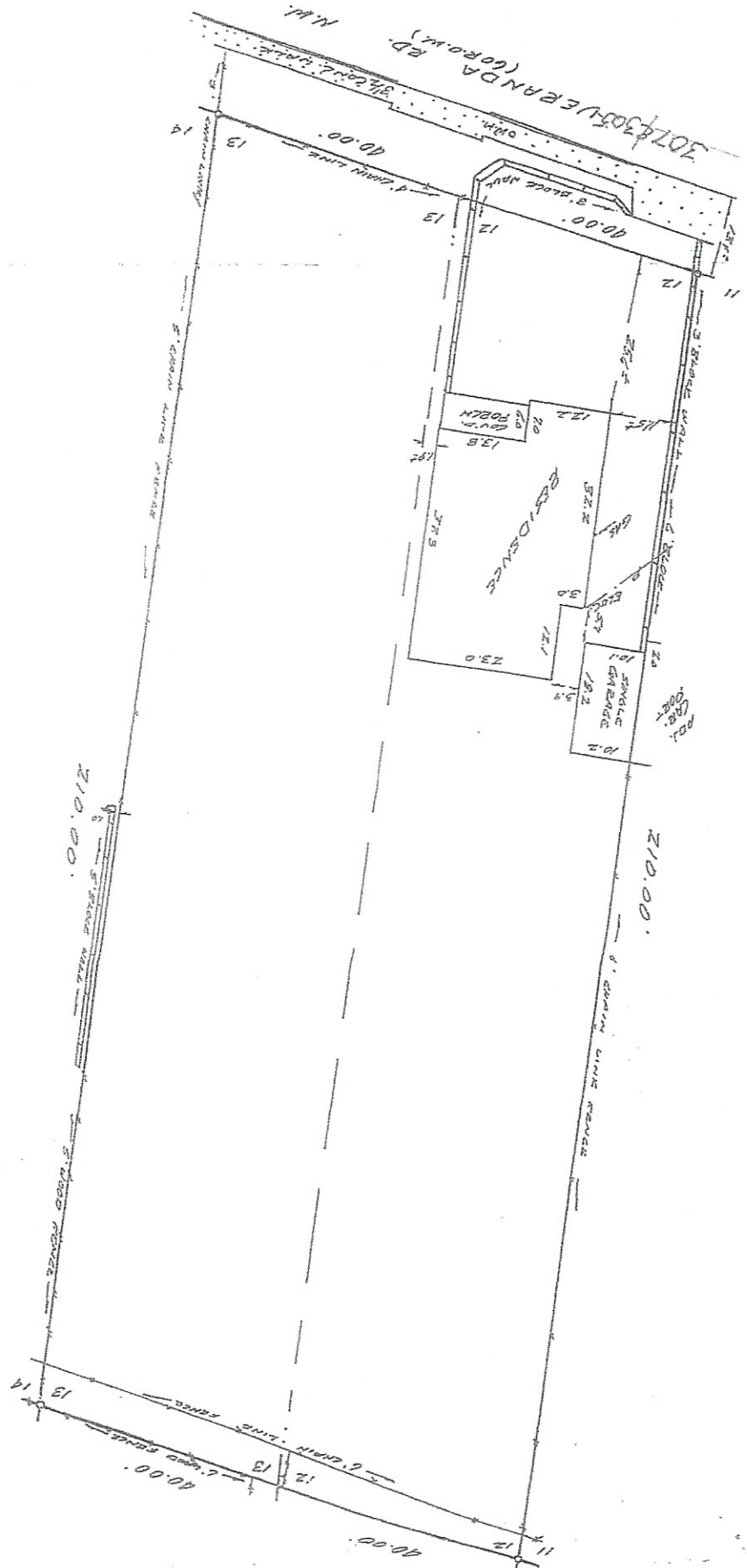
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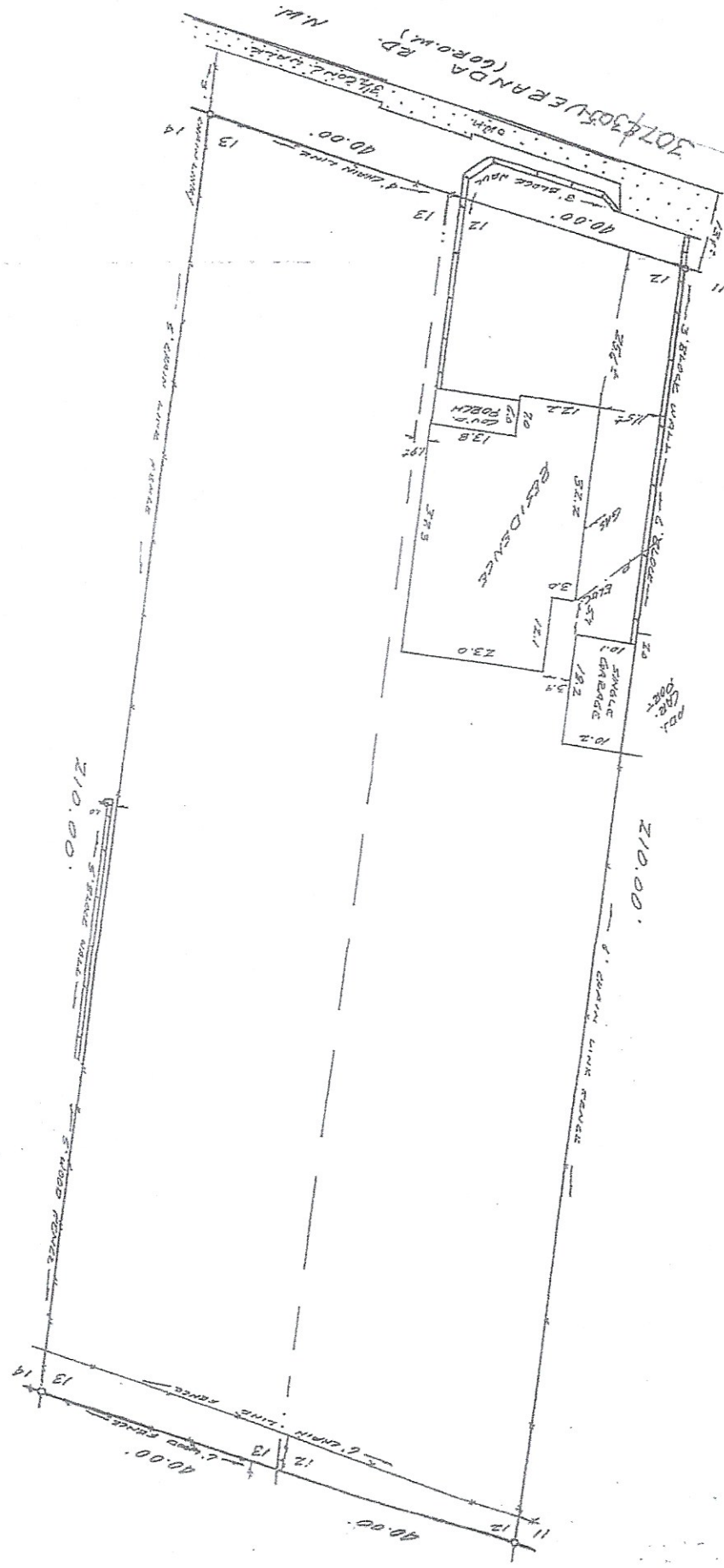
SCALE: 1"=20'





SCALE: 1"=20'





SCALE: 1"=20'

3072307/EFRANDA RD. (CORONA) N.W.

40.00' 6" DRAIN LINE RANGE

210.00' 6" DRAIN LINE RANGE

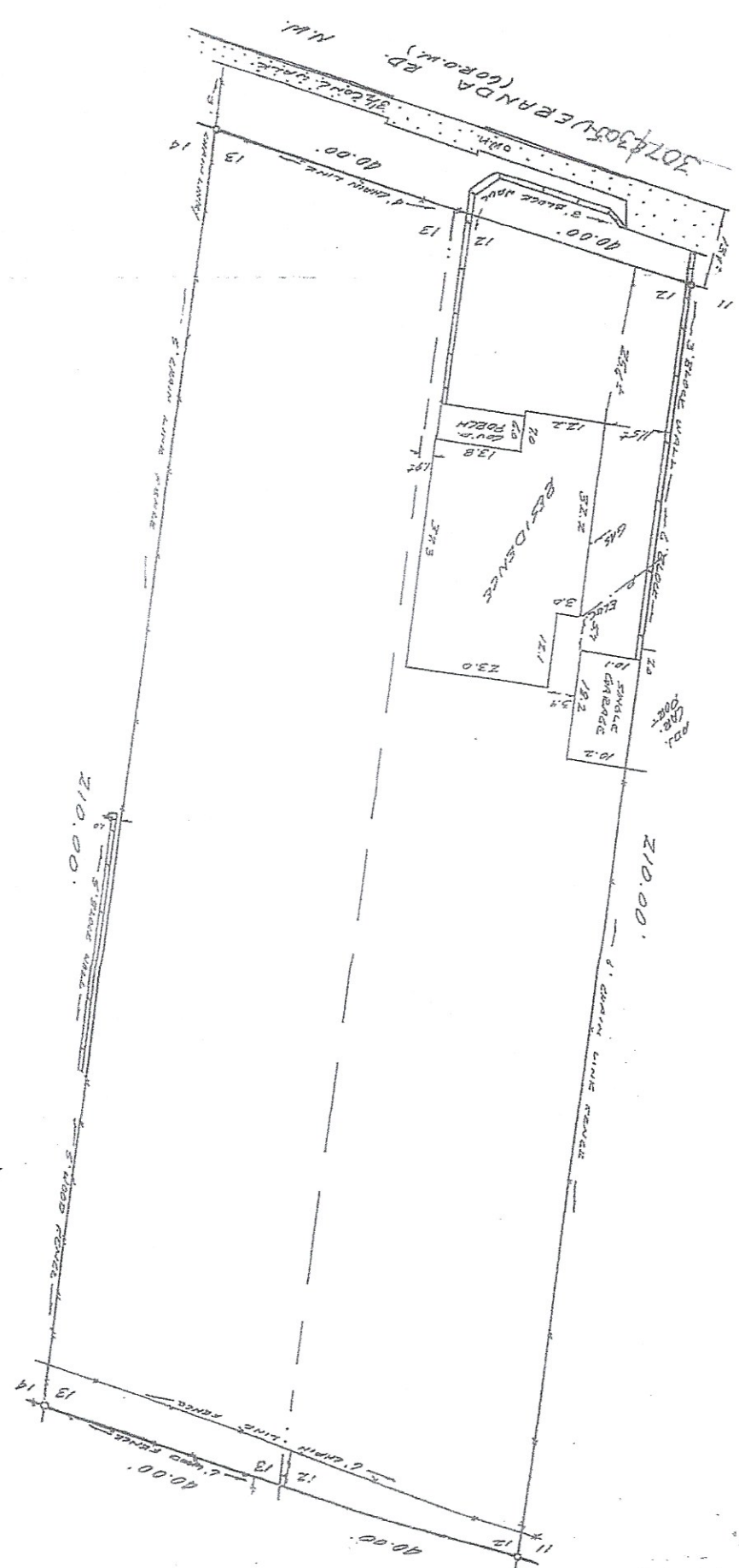
210.00' 6" DRAIN LINE RANGE

40.00' 6" DRAIN LINE RANGE

40.00' 6" DRAIN LINE RANGE

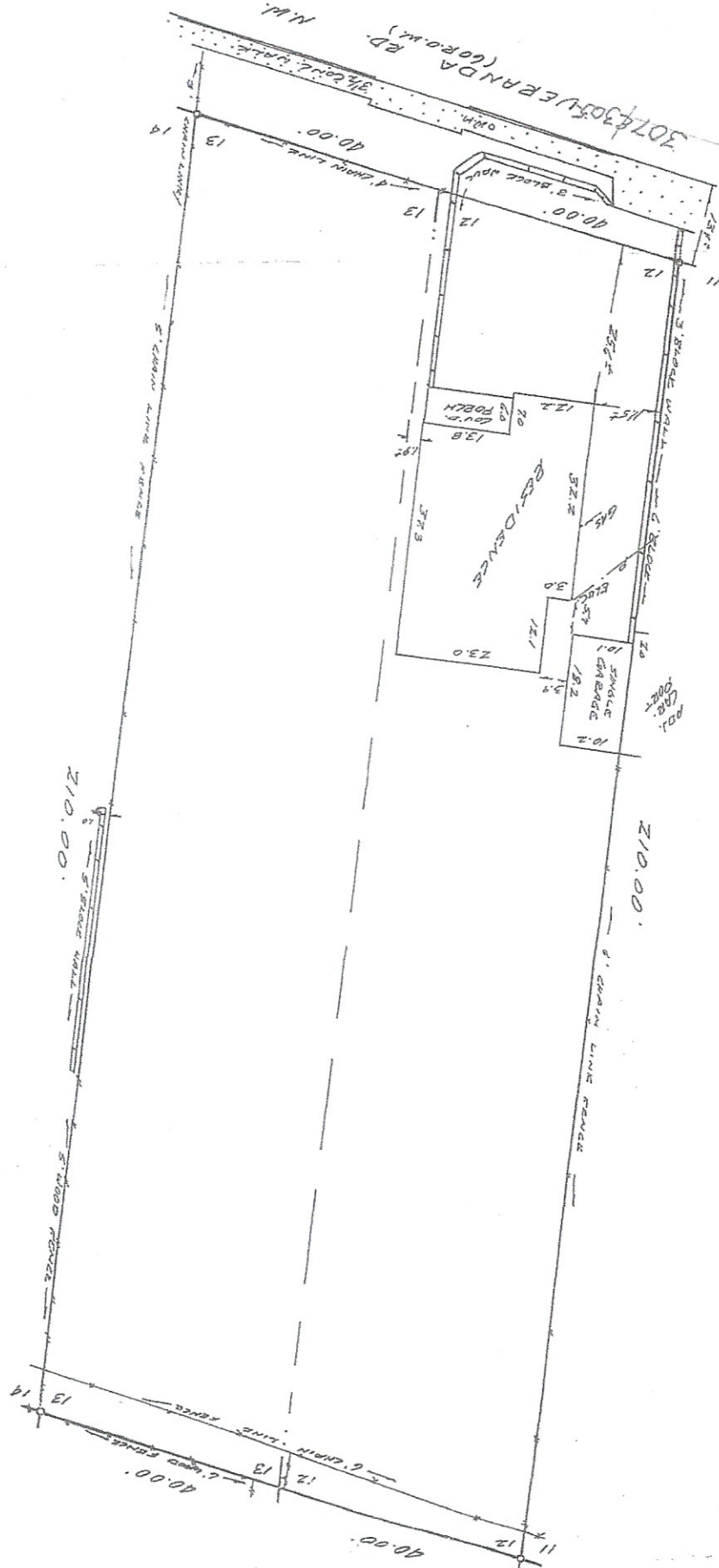






SCALE: 1"=10'





SCALE: 1"=10'

