



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 checked="" 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			
Combine two existing lots into one new lot.			

APPLICATION INFORMATION			
Applicant: Eric Woodward		Phone:	
Address: 1621 Buena Vista Dr. S.E.		Email:	
City: Albuquerque	State: NM	Zip: 87106	
Professional/Agent (if any): CSI-Cartesian Surveys, Inc.		Phone: 505-896-3050	
Address: P.O. Box 44414		Email: cartesianjayson@gmail.com	
City: Rio Rancho	State: NM	Zip: 87174	
Proprietary Interest in Site:		List all owners:	
SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)			
Lot or Tract No.: Lots A and B		Block: K	UPC: 101505647818140809 Tract B
Subdivision/Addition: Sunshine Terrace Addition		MRGCD Map No.:	UPC Code: 101505647918740810 (A)
Zone Atlas Page(s): L-15-Z	Existing Zoning: R-1C	Proposed Zoning R-1C	
# of Existing Lots: 2	# of Proposed Lots: 1	Total Area of Site (Acres): 0.3650	
LOCATION OF PROPERTY BY STREETS			
Site Address/Street: Buena Vista Dr. SE		Between: Sunshine Ter Ave. SE	and: University SE
CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)			

Signature:		Date: 11/11/19	
Printed Name: Jayson Pyne		<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent	
FOR OFFICIAL USE ONLY			
Case Numbers	Action	Fees	Case Numbers
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 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>	
<p>Signature: </p>	<p>Date: 11/11/19</p>
<p>Printed Name: Jayson Pyre</p>	<p><input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent</p>
<p>FOR OFFICIAL USE ONLY</p>	
<p>Case Numbers: _____</p>	<p>Project Number _____</p>
<p>Staff Signature: _____</p>	
<p>Date: _____</p>	

CSI-Cartesian Surveys Inc.
PO Box 44414, Rio Rancho, NM 87174
896-3050 Fax 891-0244

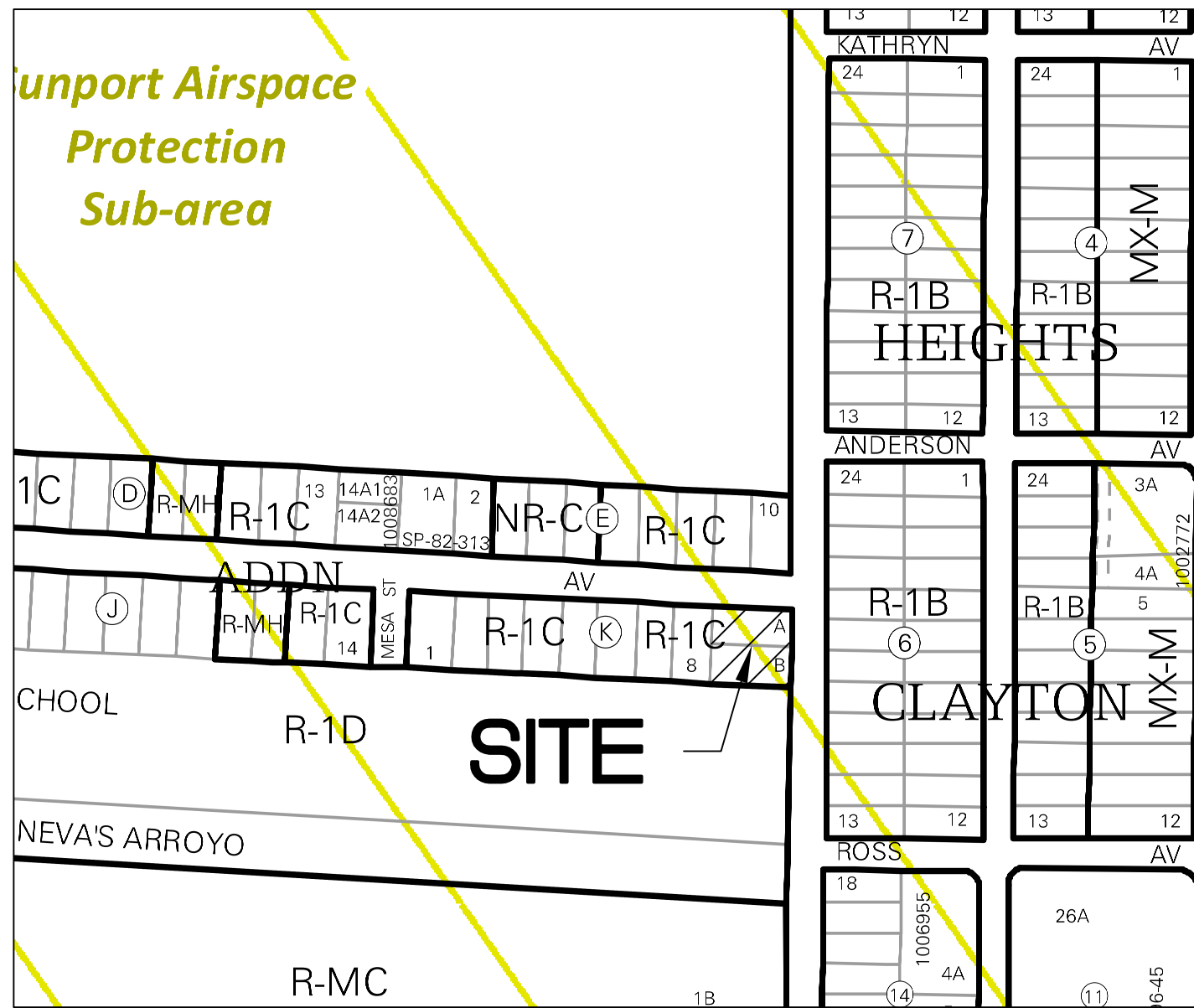
November 11, 2019
Development Review Board
City of Albuquerque

Re: Proposed Lot A-1, Block K, Sunshine Terrace Addition

Members of the Board:

Cartesian Surveys is acting as an agent for the owner and request a sketch plat review to remove the interior lot line between two existing lots. It is located on Buena Vista Dr. S.E. between Sunshine Ter Ave. S.E. and University S.E. Thank you for your time and consideration.

Jayson Pyne



Vicinity Map - Zone Atlas L-15-Z

Indexing Information

Section 28, Township 10 North, Range 3 East, N.M.P.M.,
 Projected in the Town of Albuquerque Grant
 Subdivision: Sunshine Terrace Addition
 Owner: Eric C. and Maria H. Woodards
 UPC #: 101505647918740810 (Lot A)
 101505647818140809 (Lot B)

Purpose of this plat is to
 combine 2 existing lots into
 one new lot.

**Sketch Plat for
 Lot A-1, Block K
 Sunshine Terrace Addition
 Being Comprised of
 Lots A and B, Block K
 Sunshine Terrace Addition
 City of Albuquerque
 Bernalillo County, New Mexico
 November 2019**

Notes

1. FIELD SURVEY PERFORMED IN NOVEMBER 2019.
2. ALL DISTANCES ARE GROUND DISTANCES: US SURVEY FOOT.
3. THE BASIS OF BEARINGS REFERENCES NEW MEXICO STATE PLANE COORDINATES (NAD 83-CENTRAL ZONE).
4. LOT LINES TO BE ELIMINATED SHOWN HEREON AS

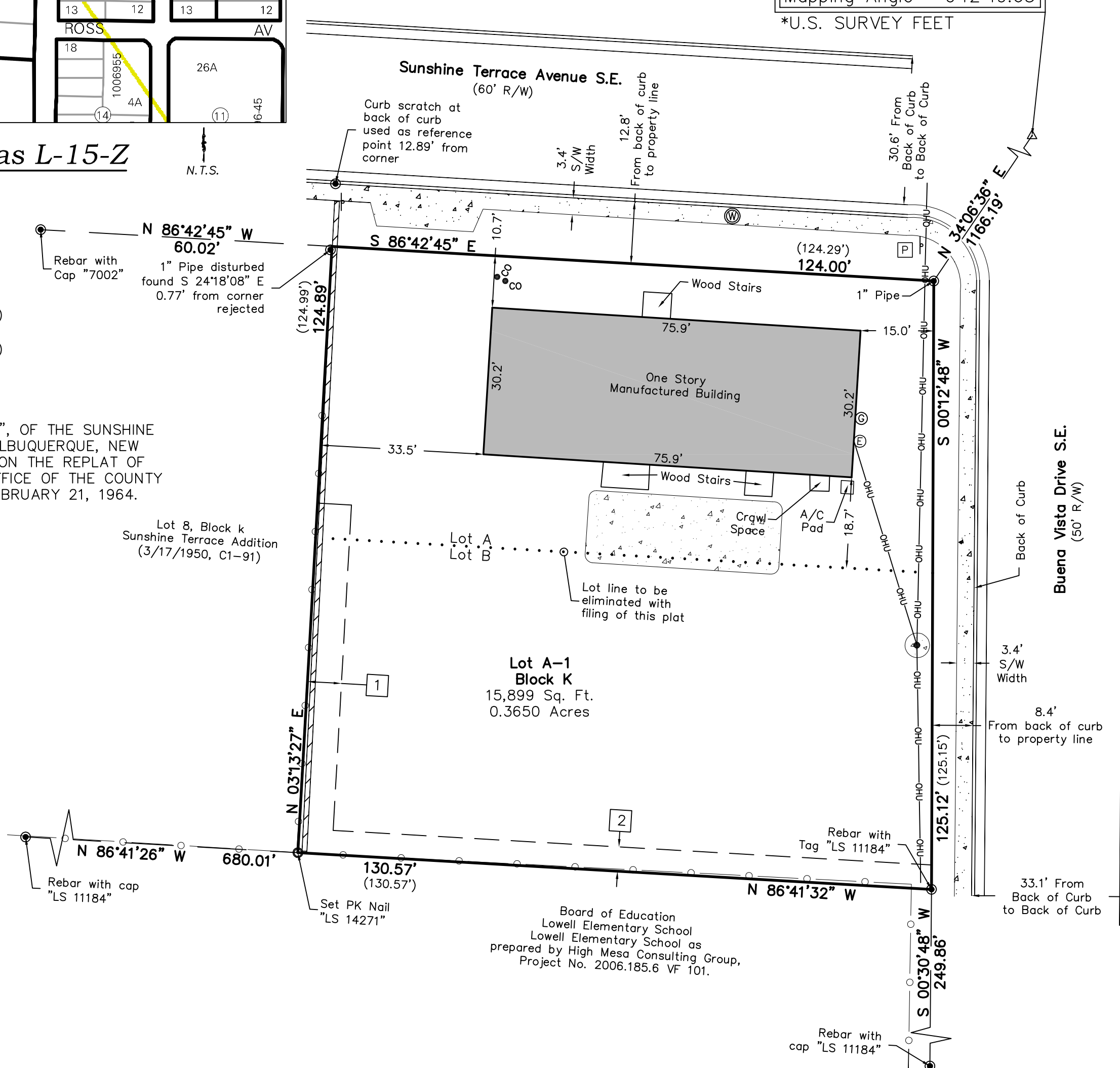
ACS Monument "7-L15"
 NAD 1983 CENTRAL ZONE
 X=1529067.366*
 Y=1479550.205*
 Z=5164.135 * (NAVD 1988)
 G-G=0.999671093
 Mapping Angle=-0°12'49.65"
 *U.S. SURVEY FEET

Easement Notes

- 1 EXISTING 7' UTILITY EASEMENT (02/21/1964 B4-27)
- 2 EXISTING 5' UTILITY EASEMENT (02/21/1964 B4-27)

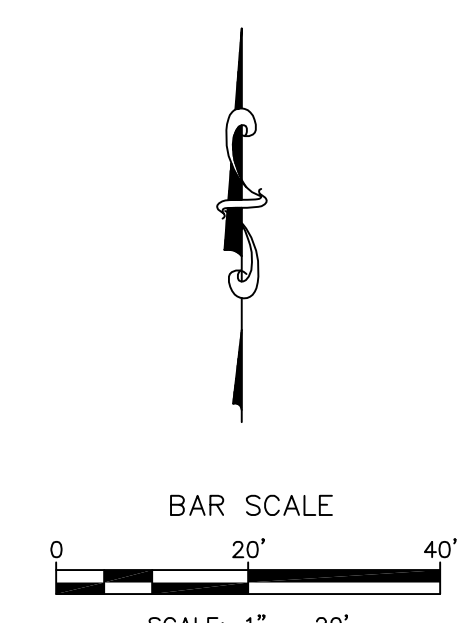
Legal Description

LOT LETTERED "A" AND "B", IN BLOCK LETTERED "K", OF THE SUNSHINE TERRACE ADDITION, AN ADDITION TO THE CITY OF ALBUQUERQUE, NEW MEXICO, AS THE SAME IS SHOWN AND DESIGNATED ON THE REPLAT OF SAID SUNSHINE TERRACE ADDITION, FILED IN THE OFFICE OF THE COUNTY CLERK OF BERNALILLO COUNTY, NEW MEXICO, ON FEBRUARY 21, 1964.



Legend

N 90°00'00" E (N 90°00'00" E)	MEASURED BEARINGS AND DISTANCES RECORD BEARINGS AND DISTANCES PER PLAT (02/21/1964 B4-27)
●	FOUND MONUMENT AS INDICATED
○	SET BATHEY MARKER "LS 14271" UNLESS OTHERWISE NOTED
■	CONCRETE
—OHU—	OVERHEAD UTILITY LINE
•	UTILITY POLE
□	PULL BOX
⊕	ELECTRIC METER
⊙	GAS METER
∞	SAS CLEANOUT
—○—	SIGN
—○—	CHAINLINK FENCE
▨	BLOCK WALL
⊙	WATER METER



CSI-CARTESIAN SURVEYS INC.

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 Phone (505) 896-3050 Fax (505) 891-0244
 wplotnerjr@gmail.com

Board of Education
 Lowell Elementary School
 Lowell Elementary School as
 prepared by High Mesa Consulting Group,
 Project No. 2006.185.6 VF 101.