



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"/> Major – Preliminary Plat (Form P1)	<input type="checkbox"/> Final Sign off of EPC Site Plan(s) (Form P2)	
<input type="checkbox"/> Minor – Preliminary/Final Plat (Form S2)	<input type="checkbox"/> Amendment to Site Plan (Form P2)	<input type="checkbox"/> Vacation of Public Right-of-way (Form V)
<input type="checkbox"/> Major - Final Plat (Form S1)	<b>MISCELLANEOUS APPLICATIONS</b>	
<input type="checkbox"/> Amendment to Preliminary Plat (Form S2)	<input type="checkbox"/> Extension of Infrastructure List or IIA (Form S1)	<input type="checkbox"/> Vacation of Public Easement(s) DRB (Form V)
<input type="checkbox"/> Extension of Preliminary Plat (Form S1)	<input checked="" type="checkbox"/> Minor Amendment to Infrastructure List (Form S2)	<input type="checkbox"/> Vacation of Private Easement(s) (Form V)
	<input type="checkbox"/> Temporary Deferral of SW (Form V2)	<b>PRE-APPLICATIONS</b>
	<input type="checkbox"/> Sidewalk Waiver (Form V2)	<input type="checkbox"/> Sketch Plat Review and Comment (Form S2)
<b>SITE PLANS</b>		
<input type="checkbox"/> DRB Site Plan (Form P2)	<input type="checkbox"/> Waiver to IDO (Form V2)	<b>APPEAL</b>
	<input type="checkbox"/> Waiver to DPM (Form V2)	<input type="checkbox"/> Decision of DRB (Form A)
<b>BRIEF DESCRIPTION OF REQUEST</b>		
Minor Amendment to Infrastructure List		

<b>APPLICATION INFORMATION</b>		
Applicant: McLeod Realty		Phone:
Address: 1316 Stagecoach Lane SE		Email:
City: Albuquerque	State: NM	Zip: 87123
Professional/Agent (if any): Tierra West, LLC		Phone: 505-858-3100
Address: 5571 Midway Park PL NE		Email: rrb@tierrawestllc.com
City: Albuquerque	State: NM	Zip: 87109
Proprietary Interest in Site:	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.: 2-A-3-C-2 Plat for Tracts 2-A-3-C-1 & 2-A-3-C-2	Block:	Unit:
Subdivision/Addition: McLeod Business Park	MRGCD Map No.:	UPC Code: 101706127832220412
Zone Atlas Page(s): F-17-Z	Existing Zoning: NR-C	Proposed Zoning NR-C
# of Existing Lots: 1	# of Proposed Lots: 1	Total Area of Site (Acres): 2.7762
<b>LOCATION OF PROPERTY BY STREETS</b>		
Site Address/Street: 4949 Jefferson St NE	Between: I-25	and: Jefferson St
<b>CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)</b>		

Signature: <i>Richard Stevenson</i>	Date: 12/3/19
Printed Name: Richard Stevenson	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> 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?** \_\_\_\_\_ if yes, indicate language: \_\_\_\_\_
- A Single PDF file of the complete application including all documents being submitted must be emailed to [PLNDRS@caba.gov](mailto:PLNDRS@caba.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>	
<b>Signature:</b>	<b>Date:</b> 12/3/2019
<b>Printed Name:</b> Richard Stevenson	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent
<b>FOR OFFICIAL USE ONLY</b>	
Case Numbers: _____	Project Number _____
Staff Signature: _____	
Date: _____	

TOW

# TIERRA WEST, LLC

December 3, 2019

Ms. Jolene Wolfley, Chair  
Development Review Board  
P.O. Box 1293  
Albuquerque, NM 87103

**RE: DEVELOPMENT REVIEW BOARD APPROVAL FOR  
MINOR AMENDMENT TO INFRASTRUCTURE LIST  
DRB APPLICATION NO. 1011471 (HILTON TRU HOTEL)  
4949 JEFFERSON ST NE ALBUQUERQUE NM 87109  
ZONE ATLAS PAGE F-17-Z**

Dear Ms. Wolfley:

Tierra West, on behalf of Veecon LLC requests approval of a Minor Amendment to the Infrastructure List for the above referenced project. The amendment is a result of further discussion with NM DOT and COA Transportation on the proposed sidewalk along the I-25 Frontage Road frontage across the property frontage.

Installing public sidewalk along this property frontage will be of no benefit to the community and may increase the risk to the public by installing a sidewalk that does not connect to any properties and promotes pedestrian access along the interstate frontage.

The sidewalk does not connect to any existing sidewalk along the Frontage Road, and the area is of low-intensity pedestrian use such that the installation of sidewalk does not contribute to the public welfare. In addition, costly modifications will be required in the future to modify the existing topography and drainage infrastructure on the northern corner of the Frontage Rd / McLeod Rd to install sidewalk connectivity along the frontage.

Attached to this letter is a photograph (courtesy of Google Maps) depicting the constraints at the intersection of McLeod Rd. & I-25 Frontage Rd. Therefore given the reasons listed, we request this requirement is removed from the infrastructure list.

If you have any questions or require additional information regarding this matter, please feel free to contact me at 505-858-3100.

Sincerely,

FOR: 

Ronald R. Bohannon, P.E.

Enclosure/s

cc: Samir Patel, Veecon LLC.

JN: 2019077  
RRB/rs/jg

5571 Midway Park Pl. NE Albuquerque, NM 87109  
(505) 858-3100 fax (505) 858-1118 1-800-245-3102  
tierreastllc.com





**INFRASTRUCTURE LIST**

(Rev. 2-16-18)

**EXHIBIT "A"**

**TO SUBDIVISION IMPROVEMENTS AGREEMENT  
DEVELOPMENT REVIEW BOARD (D.R.B.) REQUIRED INFRASTRUCTURE LIST**

Date Site Plan Approved: **N/A**  
Date Preliminary Plat Approved: **6/3/2018**  
Date Preliminary Plat Expires: **6/27/2019**  
DRB Project No.: **1011471**  
DRB Application No.: **18DRB-70127**

**LOT 2-A-3-C & 2-A-3-D MCLEOD BUSINESS PARK  
PROPOSED NAME OF PLAT AND/OR SITE DEVELOPMENT PLAN**

**LOT 2-A-3-C-1 & LOT 2-A-3-C-2 MCLEOD BUSINESS PARK  
EXISTING LEGAL DESCRIPTION PRIOR TO PLATTING ACTION**

Following is a summary of PUBLIC/PRIVATE Infrastructure required to be constructed or financially guaranteed for the above development. This Listing is not necessarily a complete listing. During the SIA process and/or in the review of the construction drawings, if the DRC Chair determines that appurtenant items and/or unforeseen items have not been included in the infrastructure listing, the DRC Chair may include those items in the listing and related financial guarantee. Likewise, if the DRC Chair determines that appurtenant or non-essential items can be deleted from the listing, those items may be deleted as well as the related portions of the financial guarantees. All such revisions require approval by the DRC Chair, the User Department and agent/owner. If such approvals are obtained, these revisions to the listing will be incorporated administratively. In addition, any unforeseen items which arise during construction which are necessary to complete the project and which normally are the Subdivider's responsibility will be required as a condition of project acceptance and close out by the City.

Financially Guaranteed DRC #	Constructed Under DRC #	Size	Type of Improvement	Location	From	To	Construction Certification				
							Private Inspector	P.E.	City Cnst Engineer		
<input type="text"/>	<input type="text"/>	30'	Drive pad	RESTAURANT LANE	ex flowline	right of way	/	/	/		
<input type="text"/>	<input type="text"/>	6"	PUBLIC DIRE HYDRANT PER APPROVED FIREONE	RESTAURANT LANE	EXISTING 8" MAIN	PUBLIC HYDRANT	/	/	/		
<input type="text"/>	<input type="text"/>	6"	PUBLIC DIRE HYDRANT PER APPROVED FIREONE	SW CORNER OF HOTEL	EXISTING 8" MAIN	PRIVATE HYDRANT	/	/	/		
<input type="text"/>	<input type="text"/>	6"	FIRE LINE CONNECTION	RESTAURANT LANE	EXISTING 8" MAIN IN RESTAURANT LANE	PUBLIC VALVE	/	/	/		
<input type="text"/>	<input type="text"/>	6'	PUBLIC SIDEWALK	I-25 FRONTAGE ROAD	JEFFERSON	west property line	/	/	/		
<input type="text"/>	<input type="text"/>	6'	PUBLIC SIDEWALK	RESTAURANT LANE	JEFFERSON	west property line	/	/	/		
<input type="text"/>	<input type="text"/>	Engineer's Certification for Grading & Drainage is required for release of Financial Guarantee							/	/	/
<input type="text"/>	<input type="text"/>						/	/	/		
<input type="text"/>	<input type="text"/>						/	/	/		

The items listed below are on the CCIP and approved for Impact Fee credits. Signatures from the Impact Fee Administrator and the City User Department is required prior to DRB approval of this listing. The Items listed below are subject to the standard SIA requirements.

Financially Guaranteed DRC #	Constructed Under DRC #	Size	Type of Improvement	Location	From	To	Construction Certification		
							Private Inspector	P.E.	City Cnst Engineer
<input type="text"/>	<input type="text"/>	_____	_____	_____	_____	_____	/	/	/
<input type="text"/>	<input type="text"/>	_____	_____	_____	_____	_____	/	/	/
Approval of Creditable Items:							Approval of Creditable Items:		
Impact Fee Administrator Signature      Date							City User Dept. Signature      Date		

**NOTES**

If the site is located in a floodplain, then the financial guarantee will not be released until the LOMR is approved by FEMA.  
Street lights per City requirements.

1 \_\_\_\_\_  
\_\_\_\_\_

2 \_\_\_\_\_  
\_\_\_\_\_

3 \_\_\_\_\_  
\_\_\_\_\_

**AGENT / OWNER**

**DEVELOPMENT REVIEW BOARD MEMBER APPROVALS**

NAME (print)

DRB CHAIR - date

PARKS & RECREATION - date

FIRM

TRANSPORTATION DEVELOPMENT - date

AMAFCA - date

SIGNATURE - date

UTILITY DEVELOPMENT - date

CODE ENFORCEMENT - date

CITY ENGINEER - date

\_\_\_\_\_ - date

**DESIGN REVIEW COMMITTEE REVISIONS**

REVISION	DATE	DRC CHAIR	USER DEPARTMENT	AGENT /OWNER

ORIGINAL

**INFRASTRUCTURE LIST**

**EXHIBIT "A"**

**TO SUBDIVISION IMPROVEMENTS AGREEMENT  
DEVELOPMENT REVIEW BOARD (D.R.B.) REQUIRED INFRASTRUCTURE LIST**

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SIA Sequence #	COA DRC Project #	Size	Type of Improvement	Location	From	To	Private Inspector	City Inspector	City Cnst Engineer
		30'	Drive pad	RESTAURANT LANE	ex flowline	right of way	/	/	/
		6"	PUBLIC FIRE HYDRANT PER APPROVED FIRE ONE	RESTAURANT LANE	EXISTING 8" MAIN	PUBLIC HYDRANT	/	/	/
		6"	PRIVATE FIRE HYDRANT PER APPROVED FIRE ONE	SW CORNER OF HOTEL	EXISTING 8" MAIN	PRIVATE HYDRANT	/	/	/
		6"	FIRE LINE CONNECTION	RESTAURANT LANE	EXISTING 8" MAIN IN RESTAURANT LANE	PUBLIC VALBE	/	/	/
		NA	FIRE HYDRANT RELOCATION	ONSITE	EXISTING LOCATION	ISLAND APPROX. 30' EAST	/	/	/
		6'	public sidewalk	<del>I-25 FRONTAGE ROAD</del>	<del>JEFFERSON</del>	<del>west property line</del>	/	/	/
		6'	public sidewalk	RESTAURANT LANE	JEFFERSON	west property line	/	/	/
							/	/	/
							/	/	/





SIA Sequence #	COA DRC Project #
<input type="text"/>	<input type="text"/>

Size	Type of Improvement	Location	From	To
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Private Inspector	City Inspector	City Crst Engineer
<input type="text"/>	<input type="text"/>	<input type="text"/>

NOTES

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_

AGENT / OWNER

David Soak

NAME (print)

Rio Grande Eng

FIRM

*DM* 6/13/18

SIGNATURE - date

MAXIMUM TIME ALLOWED TO CONSTRUCT THE IMPROVEMENTS WITHOUT A DRB EXTENSION:

DEVELOPMENT REVIEW BOARD MEMBER APPROVALS

*W* 6-13-2018

DRB CHAIR - date

*Roguy W* 6/13/18

TRANSPORTATION DEVELOPMENT - date

*Ben Engstrand* 6/13/18

UTILITY DEVELOPMENT - date

*James D. ...* 6/13/2018

CITY ENGINEER - date

*Anderson* 6/13/18

PARKS & RECREATION DEPARTMENT - date

AMAFCA - date

*[Signature]* 6/13/18

CODE ENFORCEMENT - date

- date

DESIGN REVIEW COMMITTEE REVISIONS

REVISION	DATE	DRB CHAIR	USER DEPARTMENT	AGENT / OWNER
<b>1</b>				

revised 07/01/01