



DEVELOPMENT FACILITATION TEAM (DFT) APPLICATIONS

Effective 12/15/2022

Please check the appropriate box(es) and refer to supplemental forms for submittal requirements. All fees must be paid at the time of application.			
MISCELLANEOUS APPLICATIONS		☐ Extension of Infrastructure List or IIA (Form S3)	
☐ Site Plan Administrative DFT (Forms P & P2)		PRE-APPLICATIONS	
☐ Final EPC Sign-off for Master Development/Site Plans - EPC (Form P2)		☐ Sketch Plat Review and Comment (Form S3)	
☐ Amendment to Infrastructure List (Form S3)		☐ Sketch Plan Review and Comment (Form S3)	
☐ Temporary Deferral of S/W (Form S3)		APPEAL	
□ Extension of IIA: Temp. Def. of S/W (Form S3)		☐ Administrative Decision (Form A)	
BRIEF DESCRIPTION OF REQUEST			
APPLICATION INFORMATION			
Applicant/Owner:			Phone:
Address:			Email:
City:		State:	Zip:
Professional/Agent (if any):			Phone:
Address:			Email:
City:		State:	Zip:
Proprietary Interest in Site:		List <u>al</u> l owners:	
SITE INFORMATION (<u>Accuracy of the existing legal</u>	l description is crucia	!! Attach a separate sheet if ned	essary.)
Lot or Tract No.:		Block:	Unit:
Subdivision/Addition:		MRGCD Map No.:	UPC Code:
Zone Atlas Page(s Existing Zoning:			Proposed Zoning
# of Existing Lots: # of Proposed Lots:			Total Area of Site (Acres):
LOCATION OF PROPERTY BY STREETS	Datus		d.
Site Address/Street: Between: CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)			
CASE HISTORY (LIST any current or prior project a	nu case number(s) ma	it may be relevant to your reque	;si.)
I certify that the information I have included here and sent in the required notice was complete, true, and accurate to the extent of my knowledge.			
Signature: Johnny A Casias)	sent in the required not	ice was complete, true, and accur	Date:
Printed Name:			☐ Applicant or ☐ Agent

FORM S3 Page 1 of 2

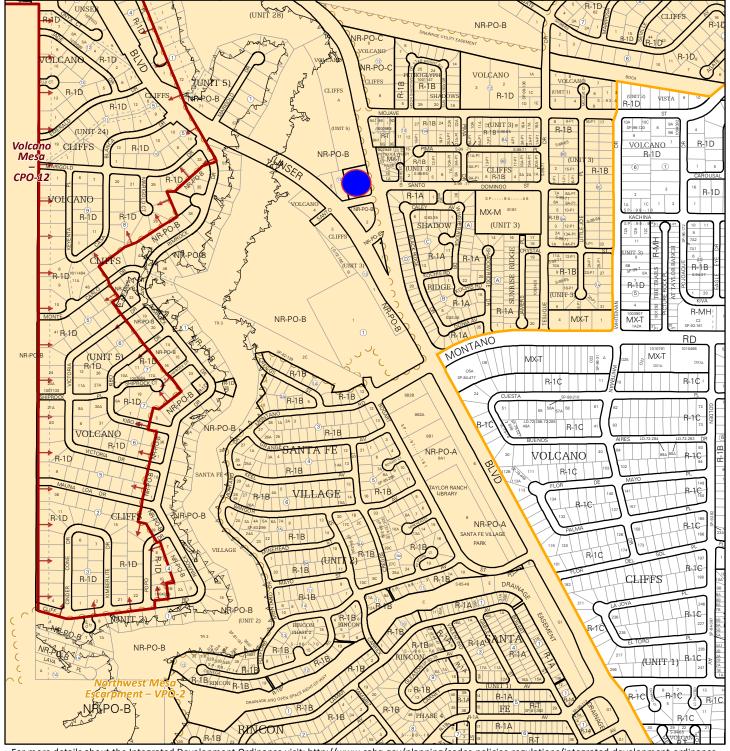
FORM S3: ADMINISTRATIVE APPLICATIONS – Development Facilitation Team (DFT) as of 12/25/2022 _ AMENDMENT TO INFRASTRUCTURE LIST

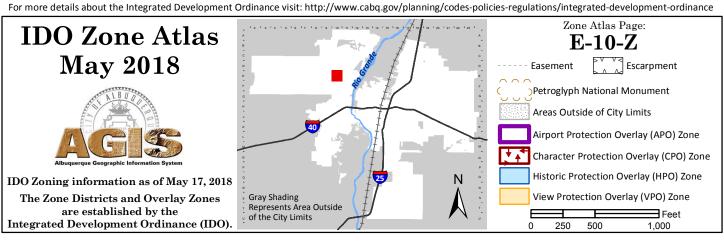
A Single PDF file of the complete application including all documents being submitted must be emailed to PLNDRS@cabq.gov prior to making a submittal. Zipped files or those over 9 MB cannot be delivered via email, in which case the PDF must be provided to City Staff using other online resources such as Dropbox or FTP. The PDF shall be organized in the number order below.
1) DFT Application form completed, signed, and dated
2) Form S3 with all the submittal items checked/marked
3) Zone Atlas map with the entire site clearly outlined and labeled
4) Letter of authorization from the property owner if application is submitted by an agent
5) Proposed Amended Infrastructure List
6) Original Infrastructure List
_ TEMPORARY DEFERRAL OF SIDEWALK CONSTRUCTION
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 to City Staff using other online resources such as Dropbox or FTP. The PDF shall be organized in the number order below.
1) DFT Application form completed, signed, and dated
2) Form S3 with all the submittal items checked/marked
3) Zone Atlas map with the entire site clearly outlined and labeled
4) Letter of authorization from the property owner if application is submitted by an agent
5) A scale drawing showing the location of the deferred sidewalk with appropriate dimensions
_ EXTENSION OF THE IIA FOR TEMPORARY DEFERRAL OF SIDEWALK CONSTRUCTION
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 to City Staff using other online resources such as Dropbox or FTP. The PDF shall be organized in the number order below .
1) DFT Application form completed, signed, and dated
2) Form S3 with all the submittal items checked/marked
3) Zone Atlas map with the entire site clearly outlined and labeled

4) Letter of authorization from the property owner if application is submitted by an agent 5) Letter describing, explaining, and justifying the deferral or extension 6) Drawing showing the sidewalks subject to the proposed deferral or extension INFRASTRUCTURE LIST EXTENSION OR AN INFRASTRUCTURE IMPROVEMENTS AGREEMENT (IIA) **EXTENSION** 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 to City Staff using other online resources such as Dropbox or FTP. The PDF shall be organized in the number order below. 1) DFT Application form completed, signed, and dated 2) Form S3 with all the submittal items checked/marked 3) Zone Atlas map with the entire site clearly outlined and labeled 4) Letter of authorization from the property owner if application is submitted by an agent _____ 5) Letter describing, explaining, and justifying the request per IDO Section 14-16-6-4(X)(4) _____ 6) Preliminary Plat or Site Plan _____ 7) Copy of DRB approved Infrastructure List 8) Copy of recorded IIA SKETCH PLAT OR SKETCH PLAN REVIEW AND COMMENT 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 to City Staff using other online resources such as Dropbox or FTP. The PDF shall be organized in the number order below. 1) DFT Application form completed, signed, and dated 2) Form S3 with all the submittal items checked/marked _____ 3) Zone Atlas map with the entire site clearly outlined and labeled _____ 5) Letter describing, explaining, and justifying the request _____ 6) Scale drawing of the proposed subdivision plat or Site Plan 7) Site sketch with measurements showing structures, parking, building setbacks, adjacent rightsof-way, and street improvements, if there is any existing land use

FORM S3

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Proposed Residential Request

October 06, 2023

23 Ralliere Rd Los Lunas, NM 87031

Dear Recipient:

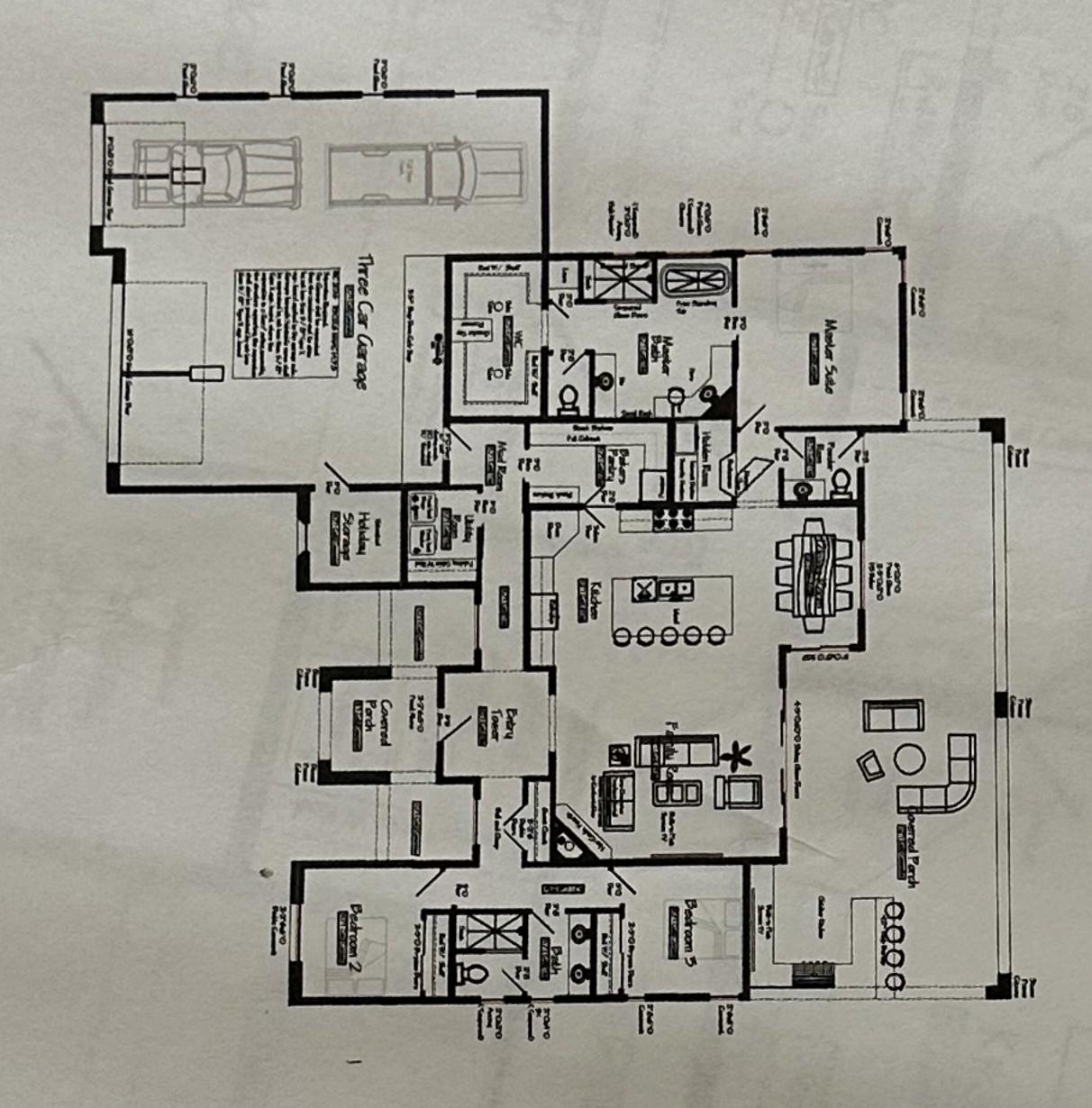
Currently the piece of land we have is .98 acres in total. The plan is to sub-divide this property to 4 separate lots consisting of the following descriptions. Three of them being .25 acres each, and the fourth being .23 acres. Currently the plan is to build a single-family home on one of the three .25 acre lots, and the other three lots will be saved for a later date.

The photo of the attached site plan/scale drawing is a representation/example of how the lots would be sub-divided. The house on the photo represents one (#1 located on the map) of the three 0.25 acres demonstrated. The other 0.23 acre (#4 located on the map) is shown as well.

The location of the house demonstrated on the photo that has the lots numbered along with the acreage is going to be adjusted on lot #1. The house in the photo will not be in the placement/location that the photos show after the land is sub-divided. The home will be placed in the far south side of lot #1 facing east.

Sincerely,

Johnny A Casias Jr and Rita Luna-Casias



3117219115

100'912

