



September 4, 2025

Development Facilitation Team
City of Albuquerque
600 Second Street NW
Albuquerque, New Mexico 87102

RE: Site Plan Administration – Ventana Square Major Amendment

Dear Development Facilitation Team Members,

The purpose of this letter is to request a Major Amendment for a storage facility at 9616 Universe Boulevard NW. The property is approximately 2.3 acres with the following legal description:

Tract H-6B-1 Plat for Tracts H-5A-1, H-6B-1, H-6B-2 AND H-9A-1 Ventana Square at Ventana Ranch (being comprised of Tracts H-5A, H-6B AND H-9A Ventana Square at Ventana Ranch).

BACKGROUND

Development of the site has been assigned a Project Number PR-2020-004024. Conditional Use for Self-Storage in an MX-M zone was approved by the ZHE on July 06, 2022 (VA-2022-00127 & VA-2022-00128) and an extension was approved on July 17, 2023. A Site Plan Administrative-DFT was approved for the self-storage facility on July 17, 2024 (SI-2024-00648). A Final Plat was approved on August 16, 2024, which created the Tract H-6B-1 in October 2023 (SD-2024-00074). On July 7, 2025, a Parking Reduction Study (SP-2025-00044) was approved by Planning Department Director, Alan Varela to allow a reduction of parking spaces from 40 to 23.

The subject property is located in a third-row retail pad within the Ventana Square development, near the northeast corner of Universe Boulevard and Paseo del Norte. The subject property is a single interior lot surrounded by commercial properties and will utilize a shared drive entry to the north.

REQUEST

The Applicant is requesting approval of a major amendment to the approved site plan. The Major Amendment increases the building square footage, circulation, and landscaping. The following changes to the Site Plan are detailed below:

- The building square footage is increased by 22,500 square feet (sf), from 88,500 to 111,250 sf.
- Parking spaces are relocated to the north and south of the storage building from the eastern perimeter.
- Office is relocated from the northeast corner to the northwest corner.
- Circulation is redesigned to be on the north, west, and south sides of the building.
- A second entry incorporated at the southwest corner of the site.

Landscape Architecture
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PRINCIPALS

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ASSOCIATES

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- Trash enclosure moved from the northeast to the southwest corner.
- The landscape on the property was modified to meet the IDO requirements of the redesign. It complies with a landscape area of 38%, with live vegetation coverage of 75%, and ground-level coverage of 46%. Additionally, the Landscape Plan meets the standards for parking lot landscaping, including three parking lot trees and a landscape area that accounts for 21%.

6-6(G)(3) REVIEW AND DECISION CRITERIA

The following responds to the criteria for approval of a Major Amendment.

6-5(G)(3)(a) The Site Plan complies with all applicable standards in this IDO, the DPM, and other adopted City regulations, and other conditions specifically applied to development of the property in a prior permit or approval affecting the property.

Applicant Response: The Major Amendment complies with applicable standards in the City regulations in the following ways:

- The building meets the Development Standards for the MX-M Zone.
- The façade meets the requirements of CPO-13 for building color and Light Reflection Value (LRV) of between 30% and 50%.
- The landscape provided exceeds the requirements in the IDO.
- The site plan has been approved by ABCWUA, City Transportation, Hydrology, Fire and Rescue, and Solid Waste, reflecting compliance.
- The building design meets some of the requirements of the previous site plan including rolled doors on the faux windows being muted colors.

6-5(G)(3)(b) The City's existing infrastructure and public improvements, including but not limited to its street, trail, drainage, and sidewalk systems, have adequate capacity to serve the proposed development or the applicant has agreed to install required infrastructure and public improvements pursuant to Subsection 14-16-1-7(B)(2) and 14-16-5-4(N) and/or a signed an Infrastructure Improvements Agreement (IIA) pursuant to Subsection 14-16-5-4(O) to add adequate capacity.

Applicant Response: The City's existing infrastructure has adequate capacity for the proposed development. The subject site is located within a developing commercial area that has newly installed infrastructure adequate for future development. As with the original approval, there are no public infrastructure improvement associated with this project.

6-5(G)(3)(c) If the subject property is within an approved Master Development Plan, the Site Plan shall meet any relevant standards in the Master



Development Plan in addition to any IDO standards applicable in the zone district in the subject property is in.

Applicant Response: This criterion is not applicable; the subject property is not within a Master Development Plan.

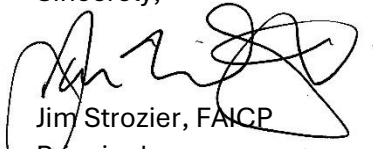
6-5(G)(3)(d) If the subject property is within an approved Framework Plan, the Site Plan shall meet any relevant standards in the Framework Plan in addition to an IDO standards applicable to the type of development.

Applicant Response: This criterion is not applicable; the subject property is not within a Framework Plan.

CONCLUSION

Based on the information above, the Applicant requests an approval of the Major Amendment to the approved Site Plan.

Sincerely,


Jim Strozier, FAICP
Principal