



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 S/W (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		
Sketch Plat Review and Comment		

APPLICATION INFORMATION		
Applicant: Titan Tennyson, LLC		Phone: (505) 515-2914
Address: 6300 Riverside Lane NW, Suite 200		Email: jrogers@titan-development.com
City: Albuquerque	State: NM	Zip: 87120
Professional Agent (if any): Isaacson & Arfman, Inc.		Phone: (505) 268-8828
Address: 128 Monroe Street NE		Email: gennyd@iacivil.com
City: Albuquerque	State: NM	Zip: 87108
Proprietary Interest in Site: Developer		List all owners: Americus, LLC
SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)		
Lot or Tract No.: Tract 1		Block: Unit:
Subdivision/Addition: The Foothills		MRGCD Map No.: UPC Code: 102206249948010202
Zone Atlas Page(s): E-22	Existing Zoning: PD	Proposed Zoning:
# of Existing Lots: 1	# of Proposed Lots: 1	Total Area of Site (Acres): 16.0519
LOCATION OF PROPERTY BY STREETS		
Site Address/Street: Tramway Blvd. NE	Between: San Antonio Dr. NE	and: Academy Rd. NE
CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)		

Signature:	Date: 09/01/20
Printed Name: Genny Donart	<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@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:</p>
<p>Printed Name: Genny Donart</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>	



September 01, 2020

City of Albuquerque
Planning Department
DRB Board
600 2nd St NE
Albuquerque, NM 87103

**Re: Allaso High Desert
Sketch Plat Submittal
Letter of Explanation**

To Whom it May Concern;

Isaacson & Arfman, Inc., as agents for Titan Tennyson, LLC, is submitting a Sketch Plat for the Allaso High Desert project. At the time of final plat, it is intended to vacate drainage, public waterline, and public utility easements, and to dedicate right-of-way in support of a proposed 281 lot apartment complex.

The need for some of the existing drainage easements will be eliminated by a proposed AMAFCA-maintained box culvert and storm drain. The new drainage easements required for those improvements were granted with a plat filed in 2018. (DRB Project#1008435) Vacating the existing drainage easements shown will not negatively impact the public.

The public waterline easement was provided assuming that a future connecting waterline would be required from San Antonio Ave to the Tennyson cul-de-sac, but discussions with the Water Authority have concluded that they don't want a public waterline crossing under the box culvert. There is no existing waterline in the easement. Vacating the waterline easement will not negatively impact the public.

The existing public utility easements are for a PNM transmission line that runs across the site. The owner of the property, Americus, LLC, is under contract with PNM to relocate those lines, and place them on single-base poles so that the easements can be narrowed from 150' wide to 65' wide. The vacation action would allow for this relocation and reduction. Vacating the existing public utility easements will not negatively impact the public.

The right-of-way dedication along San Antonio Ave matches the dedication width that was provided by Tract N-7-A-1, Tanoan Properties to the west of this project.

I look forward to answering your questions during DRB next week.

Isaacson & Arfman, Inc.

Genevieve Donart, PE
Gld

