



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"/> 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)	<b>MISCELLANEOUS APPLICATIONS</b>	<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)	<b>PRE-APPLICATIONS</b>
<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)	
<b>SITE PLANS</b>	<input type="checkbox"/> Waiver to IDO (Form V2)	<b>APPEAL</b>
<input type="checkbox"/> DRB Site Plan (Form P2)	<input type="checkbox"/> Waiver to DPM (Form V2)	<input type="checkbox"/> Decision of DRB (Form A)
<b>BRIEF DESCRIPTION OF REQUEST</b>		
Divide an existing <del>lot</del> Tract 2 into two new Tracts 2-A & 2-B		

<b>APPLICATION INFORMATION</b>		
Applicant: <u>House of Life Ministries Inc.</u>	Phone: <u>480-4796 (Joe Simon)</u>	
Address: <u>8420 Elena Dr. NE</u>	Email: <u>drhodip@aol.com</u>	
City: <u>ABQ</u>	State: <u>NM</u>	Zip: <u>87122</u>
Professional/Agent (if any): <u>Community Sciences Corp.</u>	Phone: <u>997-0000</u>	
Address: <u>PO Box 1320</u>	Email: <u>tompatrick@communitysciences.com</u>	
City: <u>Cortales</u>	State: <u>NM</u>	Zip: <u>87048</u>
Proprietary Interest in Site: <u>none</u>	List all owners: <u>see above</u>	
<b>SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)</b>		
Lot or Tract No.: <u>2</u>	Block: <u>-</u>	Unit: <u>-</u>
Subdivision/Addition: <u>Coons Village</u>	MRGCD Map No.: <u>-</u>	UPC Code: <u>1-01106116609131202</u>
Zone Atlas Page(s): <u>F-11-2</u>	Existing Zoning: <u>MX-T</u>	Proposed Zoning <u>MX-T</u>
# of Existing Lots: <u>1</u>	# of Proposed Lots: <u>2</u>	Total Area of Site (Acres): <u>5.0708</u>
<b>LOCATION OF PROPERTY BY STREETS</b>		
Site Address/Street: <u>Quaker Heights Pl. NW</u>	Between: <u>Milne Rd. NW</u>	and: <u>Western Tracts NW</u>
<b>CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)</b>		

Signature: <u>[Signature]</u>	Date: <u>11-03-2020</u>				
Printed Name: <u>Tom Patrick</u>	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent				
<b>FOR OFFICIAL USE ONLY</b>					
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](mailto: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.**

*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.*

Signature:  Date: 11.03.2020

Printed Name:   Applicant or  Agent

**FOR OFFICIAL USE ONLY**

Case Numbers: \_\_\_\_\_ Project Number \_\_\_\_\_

Staff Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# Community Sciences Corporation

Professional Land Surveying & Planning

505.897.0000

505.898.5195 Fax

www.communitysciences.com

November 3, 2020  
Development Review Board  
City of Albuquerque

RE: Request for Sketch plat review  
Tract 2, Coors Village  
Being re-platted into Tracts 2-A and 2-B, Coors Village

To: Chair and Board Members,  
Community Sciences Corporation (CSC) is acting as the agent for House of Life Ministries Inc.

We are proposing dividing existing Tract 2 into two new tracts. The new tracts have access off Milne Rd. NW, Quaker Heights Place NW and Western Trails NW. We are not granting new easements or right-of-way and are not vacating easements or right-of-way.

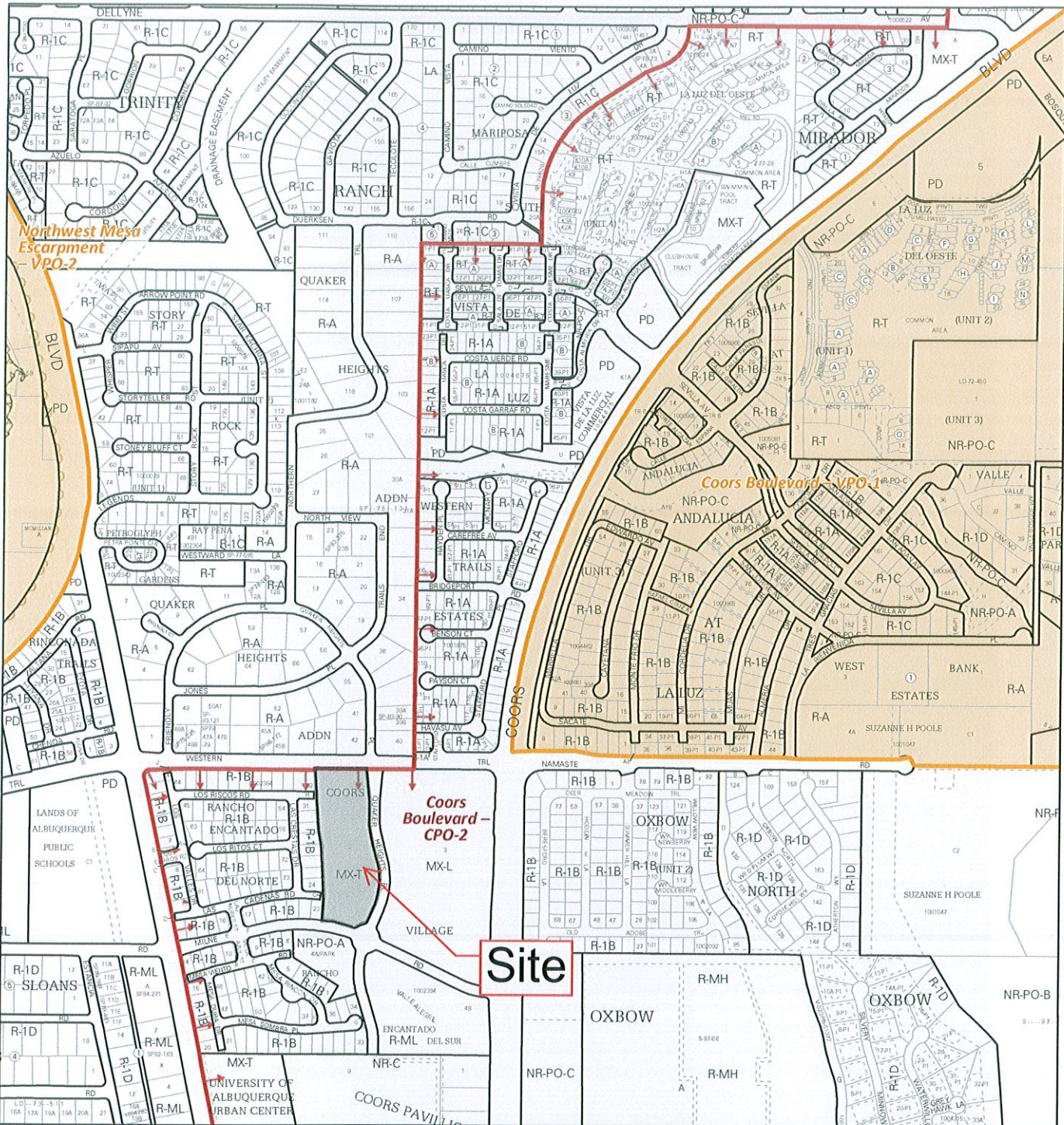
CSC submits this application to the Development Review Board for Sketch Plat review and comments.

Respectfully,




Thomas W. Patrick

New Mexico Professional Surveyor No. 12651

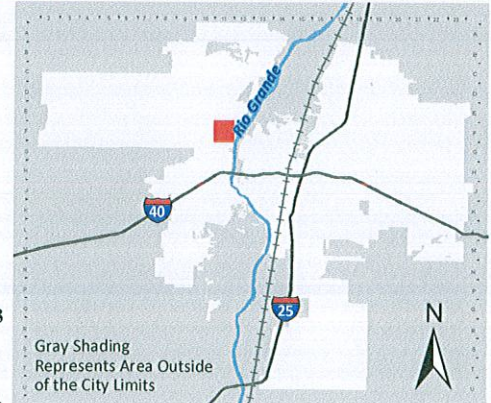


For more details about the Integrated Development Ordinance visit: <http://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance>

## IDO Zone Atlas May 2018











IDO Zoning information as of May 17, 2018  
The Zone Districts and Overlay Zones are established by the Integrated Development Ordinance (IDO).



Gray Shading Represents Area Outside of the City Limits

Zone Atlas Page:  
**F-11-Z**

-  Easement
-  Escarpment
-  Petroglyph National Monument
-  Areas Outside of City Limits
-  Airport Protection Overlay (APO) Zone
-  Character Protection Overlay (CPO) Zone
-  Historic Protection Overlay (HPO) Zone
-  View Protection Overlay (VPO) Zone

0 250 500 1,000 Feet