



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 S1)	<input type="checkbox"/> Major 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 S2)	<input type="checkbox"/> Extension of Infrastructure List or IIA (Form S1)	<input type="checkbox"/> Vacation of Private Easement(s) (Form V)
<input type="checkbox"/> Minor 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 S/W (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>		
Sketch Plat review- Create 2 lots from 1 existing lot		

<b>APPLICATION INFORMATION</b>		
Applicant: SOME Investments LLC		Phone:
Address: 5901 J- Wyoming Blvd NE Suite #201		Email:
City: Albuquerque	State: NM	Zip: 87109
Professional/Agent (if any): Garcia/Kraemer & Associates		Phone: 505-440-1524
Address: 600 1st St NW- Suite 211		Email: jct473@gmail.com
City: Albuquerque	State: NM	Zip: 87102
Proprietary Interest in Site: Owner		List <u>all</u> owners:
<b>SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)</b>		
Lot or Tract No.: 56-A (Being a repl of Lts1 thru 8 Blk 56 & Lts 1 thru 9 Blk 57)		Block: 56-A
Subdivision/Addition: Skyline Heights Addn		Unit:
MRGCD Map No.:		UPC Code: 102005630035410101
Zone Atlas Page(s): L-20	Existing Zoning: NR-C	Proposed Zoning: N/A
# of Existing Lots: 1	# of Proposed Lots: 2	Total Area of Site (Acres): 2.86 AC
<b>LOCATION OF PROPERTY BY STREETS</b>		
Site Address/Street: 600 Moon St SE	Between: Santa Clara SE	and: Southern SE
<b>CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)</b>		

Signature: <u>Jonathan Turner</u>		Date: 5/10/21			
Printed Name: Jonathan Turner		<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. Bring original Mylar or paper copy of plat with property owner’s and City Surveyor’s signatures on it to the meeting. Your attendance is required.

☒ SKETCH PLAT REVIEW AND COMMENT

- Interpreter Needed for Hearing?   No   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
- ☒ 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

- 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
- Proposed Final Plat (7 copies, 24” x 36” folded)
- Design elevations & cross sections of perimeter walls (3 copies)
- Copy of recorded IIA
- Landfill disclosure and EHD signature line on the plat if property is within a landfill buffer
- DXF file and hard copy of final plat data for AGIS submitted and approved

☐ SUBDIVISION OF LAND – MINOR (PRELIMINARY/FINAL PLAT APPROVAL)


- 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
- Letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-6(K)
- Sites 5 acres or greater: Archaeological Certificate in accordance with IDO Section 14-16-6-5(A)
- Proposed Preliminary / Final Plat with property owner’s and City Surveyor’s signatures on the plat prior to submittal. (7 copies, folded)
- 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)
- Sidewalk Exhibit and/or cross sections of proposed streets (3 copies, 11” by 17” maximum)
- Signed Form DRWS Drainage Report Grading and Drainage Plan, and Water & Sewer Availability submittal information
- Proposed Infrastructure List, if applicable
- Required notice with content per IDO Section 14-16-6-4(K)
- Office of Neighborhood Coordination inquiry response and proof of emailed notice to applicable Neighborhood Association representatives
- Landfill disclosure and Environmental Health Department signature line on the plat if property is within a landfill buffer
- DXF file and hard copy of final plat data for AGIS submitted and approved

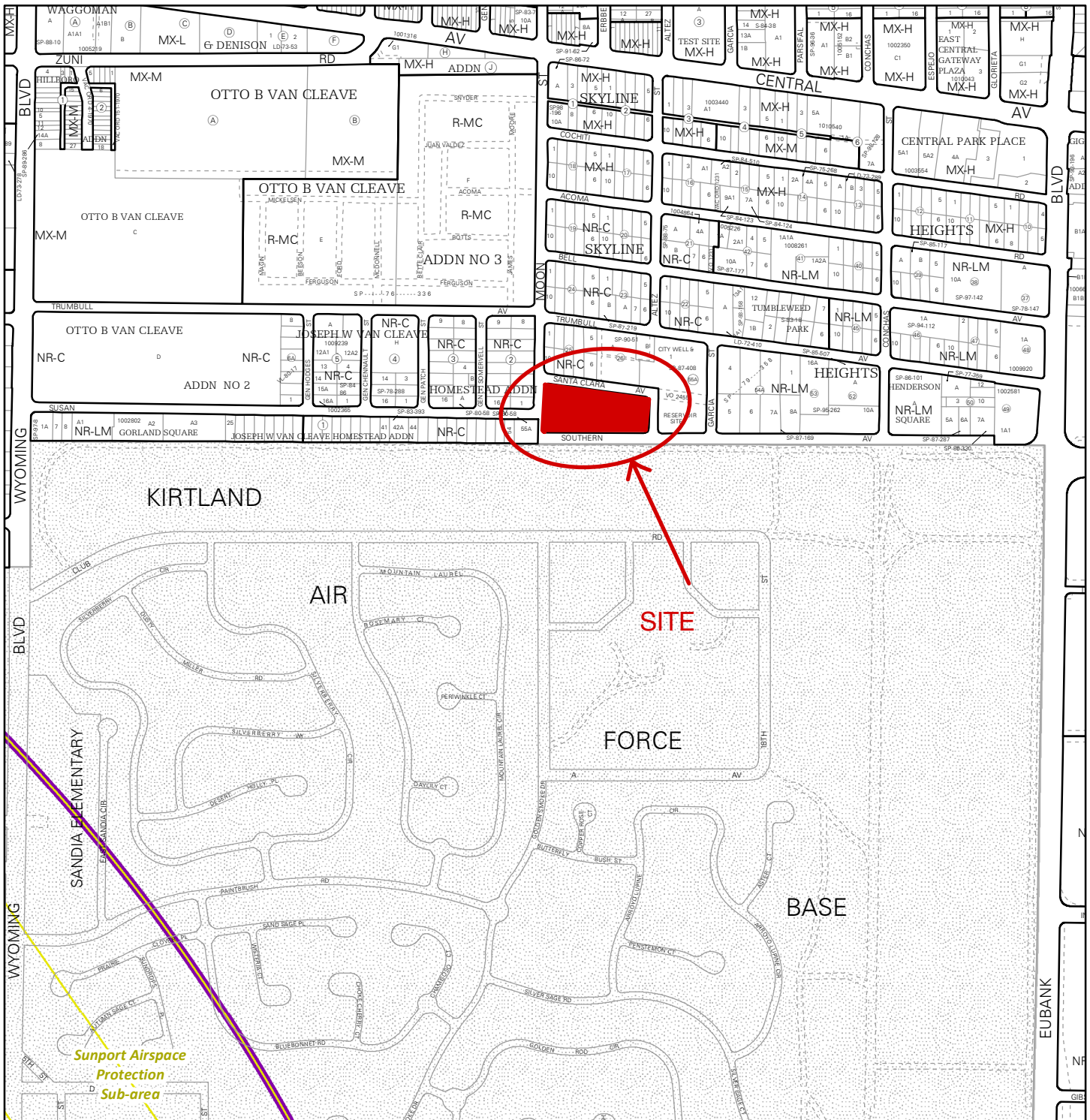
**Note: Any application that requires major public infrastructure must be processed as a Subdivision of Land - Major. See Form S1.**

☐ MINOR AMENDMENT TO PRELIMINARY PLAT

- 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
- Letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-4(X)(2)
- Proposed Amended Preliminary Plat, Infrastructure List, and/or Grading Plan (7 copies, folded)
- Original Preliminary Plat, Infrastructure List, and/or Grading Plan (7 copies, folded)
- Infrastructure List, if applicable

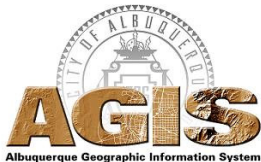
**Note: Any application that does not qualify as a Minor Amendment in IDO Section 14-16-6-4(X) must be processed as a Major Amendment. See Form S1.**

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: <u>Jonathan Turner</u>		Date: 5/10/21
Printed Name: Jonathan Turner		<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent
FOR OFFICIAL USE ONLY		
Project Number:	Case Numbers	
	-	
	-	
	-	
	-	
Staff Signature:		
Date:		

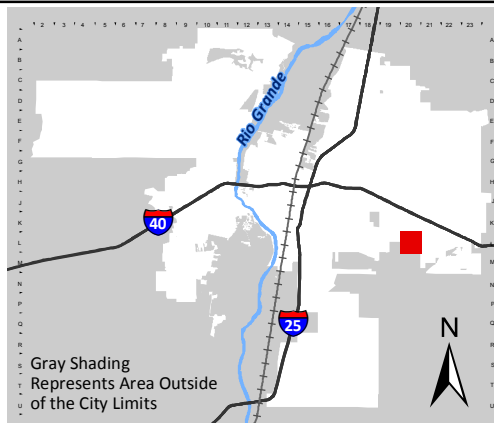


For more details about the Integrated Development Ordinance visit: <http://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance>

# 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).



Zone Atlas Page:  
**L-20-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

# GARCIA/KRAEMER & ASSOCIATES

600 1<sup>ST</sup> St NW Suite 211  
Albuquerque, NM 87102  
Phone- (505) 440-1524  
Email-jct473@gmail.com

May 10, 2021

Ms. Jolene Wolfley, Chair  
Development Review Board  
PO Box 1293  
Albuquerque, New Mexico 87103

RE: Sketch plat review- 600 Moon St SE

BLK 56-A SKYLINE HEIGHTS ADDN (BEING A REPL OF LTS 1 THRU 8BLK 56  
& LTS 1 THRU 9 BLK 57) CONT 2.8647 AC M/L

Dear Ms. Wolfley,

The applicant and owner of the above referenced property, SOME Investments LLC, is currently in the process of developing plans to build a single-story 27,800 S.F. industrial use building on the eastern portion of the above referenced property. The subject property is currently occupied on the western portion with an existing 31,908 S.F. industrial use building that was built in 1979. The purpose of this request is to subdivide the existing tract into two new lots- one for the existing building and one for the proposed. On 4/22/21, a City PRT meeting (see notes attached) was conducted on behalf of the applicant for the proposed development of the property. It was suggested by planning staff that a sketch plat be submitted for review to determine any infrastructure and right of way requirements. As shown in the attached conceptual plan, the owner intends to replat the lot into 2 parcels to accommodate the new building, and is requesting a sketch plat review by the City of Albuquerque Development Review Board for comments and guidance in order to proceed. The site is located on the East side of Moon St SE in between Southern Ave SE, Santa Clara Ave SE, and Altez St SE. The property is zoned NR-C / Non-residential Commercial Zone District and is located on zone atlas page L-20 as shown on the accompanying zone atlas map. The proposed subdivision of the existing 2.86 acres of land will result in the western parcel being approximately 49,000 S.F. or 1.14 AC. The resulting lot size of the eastern parcel with the existing building would be approximately 1.72 AC. Although the NR-C zone district does not have a minimum lot width or size requirement, it is believed that the sizes of the proposed lots are in harmony and consistent with the existing platting of the

surrounding area and the requirements of the Albuquerque Integrated Development Ordinance.

Please feel free to contact me should you have any questions or require more information. Thank you for your consideration.

Sincerely,

*Jonathan Turner*  
Jonathan Turner

▪



Address: 600 MOON ST SE  
ALBUQUERQUE NM 87123  
Lot: 56A Block: 56A  
Subdivision: SKYLINE HEIGHTS  
UPC: 102005630035410101

IDO Zone District: NR-C  
IDO District Definition:  
Commercial  
IDO Zoning Description:  
IDO Category: Non-Residential

USE: CANNABIS CULTIVATION  
(INDUSTRIAL USE TABLE 4-2-1)  
PARKING REQUIRED  
MANUFACTURING 1 PS PER  
1000 SF

Legal Description: BLK 56-A  
SKYLINE HEIGHTS ADDN (BEING  
A REPL OF LTS 1 THRU 8BLK  
56 & LTS 1 THRU 9 BLK 57)  
CONT 2.8647 AC M/L  
Acres: 2.86



Preliminary Site Plan (2)

**PRE-APPLICATION REVIEW TEAM (PRT) MEETING NOTES**

PA# 21-051 Date: 4/22/21 Time: N/A (sent via email to peterbutterfield@Q.com )

Address: 600 Moon SE

**AGENCY REPRESENTATIVES**

Planning: Linda Rumpf (lrumpf@cabq.gov)

Zoning/Code Enforcement: Carl Garcia (cagarcia@cabq.gov)

Fire Marshal: Antonio Chinchilla (achinchilla@cabq.gov) or call 505-924-3611 (if needed)

Transportation: Jeanne Wolfenbarger (jwolfenbarger@cabq.gov)

Hydrology: Ernest Armijo, P.E. (earmijo@cabq.gov)

Solid Waste: Herman Gallegos (hgallegos@cabq.gov)

Water Authority: David Gutierrez - dggutierrez@abcwua.org or call 505.289.3307; 505.241.9630

**PRT DISCUSSIONS ARE FOR INFORMATIONAL PURPOSES ONLY!**

*THEY ARE NON-BINDING AND DO NOT CONSTITUTE ANY KIND OF APPROVAL.*

*Additional research may be necessary to determine the exact type of application and/or process needed.  
Factors unknown at this time and/or thought of as minor could become significant as the case progresses.*

**REQUEST:**

~30,000 cannabis cultivation building, there is an existing use/building on the site (~30,000 s.f.).

New building to be single story

**SITE INFORMATION:**

Zone: NR-C

Size: 2.86

Use: Industrial

Overlay zone: x

Comp Plan Area of: Consistency

Comp Plan Corridor: x

Comp Plan Center: x

MPOS or Sensitive Lands: x

Parking: 5-5

MR Area: x

Landscaping: 5-6

Street Trees: 5-6(D)(1)

Use Specific Standards: Allowable Uses, Table 4-2-1

Dimensional Standards: Table 5-1-3: Non-residential Zone District Dimensional Standards

\*Neighborhood Organization/s: xxx

*\*This is preliminary information only. Neighborhood Organization information is only accurate when obtained from the Office of Neighborhood Coordination (ONC) at www.cabq.gov/neighborhoods.resources.*

**PROCESS:**

Type of Action: \*See Zoning Comments below

Review and Approval Body: \* Is this a PRT requirement? See Table 6-1-1

## PRE-APPLICATION REVIEW TEAM (PRT) MEETING NOTES

PA# 21-051 Date: 4/22/21 Time: N/A (sent via email)

Address: 600 Moon SE

### **NOTES:**

See the **Integrated Development Ordinance**

<http://documents.cabq.gov/planning/IDO/IDO-Effective-2018-05-17.pdf>

### **Download Forms & Applications**

<https://www.cabq.gov/planning/online-forms>

### **New Public Notice Forms**

We have created forms for all email/mailed public notice and for Pre-submittal Neighborhood Meetings. Please complete these forms for public notice:

- Neighborhood Meeting - <http://www.cabq.gov/planning/urban-design-development/neighborhood-meeting-requirement-in-the-integrated-development-ordinance>
- Public Notice - <http://www.cabq.gov/planning/urban-design-development/public-notice>

### **Records requests**

To request a site plan and/or Notice of Decision, please use ABQ Records web page:

<https://www.cabq.gov/clerk/public-records>

Please include the site's address and the Case Tracking #s (see Zoning Comments) in your request.

### **Requests to Inspect Public Records**

Any person may submit their request to inspect public records to the Office of the City Clerk by clicking on the following link to request records using our ABQ Records portal. <https://cabq.nextrequest.com/>

This enables us to respond to requests in the order in which they are received. Plus, it's a better way to share large files.

- Linda Rumpf, [lrumpf@cabq.gov](mailto:lrumpf@cabq.gov)

### **File Submittal**

For Administrative Amendments, DRB, EPC, hydrology and traffic submittals, e-mail electronic files to [PLNDRS@cabq.gov](mailto:PLNDRS@cabq.gov). For questions about an application submittal or the submittal process itself, please contact Jay Rodenbeck at [jrodenbeck@cabq.gov](mailto:jrodenbeck@cabq.gov) and/or to Maggie Gould at [mgould@cabq.gov](mailto:mgould@cabq.gov).

For other questions, please contact the Planning representative at the top of the PRT Notes.

For Building Safety Plan Review, contact Building Safety at 924-3963. Website:

<https://www.cabq.gov/planning/building-safety-permits>

### **Your questions**



## PRE-APPLICATION REVIEW TEAM (PRT) MEETING NOTES

PA# 21-051 Date: 4/22/21 Time: N/A (sent via email)

Address: 600 Moon SE

Are there any entitlements (EPC, DRB, AA, etc.) required for the site and use or can this go straight to building permit submittal?

### DRB Comments

21-051 Sketch plat recommended to determine infrastructure and right of way requirements

MAGGIE GOULD, e [mgould@cabq.gov](mailto:mgould@cabq.gov)

### Zoning Comments

Case Number: 1011138

Address: 600 MOON ST SE

Apartment:

Lot: 56A Block: 56A

Subdivision: SKYLINE HEIGHTS

Kirtland AFB Military Influence Area

Calculated GIS Acres: 2.8012

Area of Consistency

NR-C

Cannabis Cultivation – Permissive

4-3(E)(2)

### Cannabis Cultivation Facility

A facility in which cannabis is grown, harvested, dried, cured, or trimmed.

Table 5-1-3

5-5 PARKING AND LOADING

5-6 LANDSCAPING, BUFFERING, AND SCREENING

5-7 WALLS AND FENCES

5-8 OUTDOOR AND SITE LIGHTING

5-11 BUILDING DESIGN

### PROCESS

If Major public infrastructure is required, the process will be 6-6(I) Site Plan-DRB. Otherwise, it will be 6-5(G) Site Plan Administrative.

## PRE-APPLICATION REVIEW TEAM (PRT) MEETING NOTES

PA# 21-051 Date: 4/22/21 Time: N/A (sent via email)

Address: 600 Moon SE

*As always, if you have specific questions pertaining to zoning and/or development standards you are encouraged to reach out to the zoning counter at (505) 924-3857 option 1.*

### Transportation Development Comments

For additional information contact Nilo Salgado (924-3630) or Jeanne Wolfenbarger (924-3991).

### General comments:

**## Any questions concerning EPC/DRB & AA, contact Jeanne Wolfenbarger.**

### Curb Cuts

- Follow DPM guidelines for commercial curb cuts.
- Location of drive with respect to intersection depends on classification of the street. (See attached table.) Classification of street is according to the Long Range Master Plan developed by MRCOG.

### Clear Sight Triangle at Access Points and Intersections

- Clear sight triangle (See attached hand-outs.) Nothing opaque should be in the triangle.

### Private Site and Parking Lot Design

- Follow DPM and IDO Guidelines for Site and Parking Lot Design. Current ADA standards must be followed including required number of handicapped parking spaces and drive aisles, ADA access to public right-of-way, and ADA access to on-site buildings.
- See the Traffic Circulation Layout (TCL) Checklist. A TCL is required for any change or addition to a building > 500 sq. ft. or if the parking or circulation is changed. (This includes a repaving of parking lot.) Drawing must be stamped by a registered engineer or architect.
- When developing a parking lot layout, include all dimensioning for construction purposes. Also include all curb, curb ramp and signage details.
- Parking Calculations must be provided and per the requirements in the IDO. Number of vehicular spaces, motorcycle spaces, and bicycle spaces shall be specified and follow IDO requirements.
- Demonstrate queuing capacity when needed in situations such as for drive-thru facilities. It is imperative to demonstrate that the queuing will not block accessways to the site or cause vehicles to back into the main roadway. Also, provide necessary one-way signage and pavement markings.
- Shared access/parking agreement is required if access/parking is shared with parking lot adjacent to site. (This can be established on a plat if submittal of a plat is required or by an agreement.)
- Existing driveways that are not being used are required to be removed and replaced with standard curb and sidewalk to match existing.

## PRE-APPLICATION REVIEW TEAM (PRT) MEETING NOTES

PA# 21-051 Date: 4/22/21 Time: N/A (sent via email)

Address: 600 Moon SE

### Traffic Studies

1. See the Traffic Impact Study (TIS) thresholds. In general, a minimum combination of 100 vehicles entering and exiting in the peak hour warrants a Traffic Impact Study. Visit with Traffic Engineer for determination, and fill out a TIS Form that states whether one is warranted. In some cases, a trip generation may be requested for determination.

### Platting and Public Infrastructure Requirements for Roadways

1. When submitting to DRB, all public roadway improvements that are required shall be shown on an infrastructure list. Public improvements must be included on a public work order set of drawings.
2. All public roadway facilities must be within public right-of-way including the entire width of the public sidewalk, all public curb ramps, overhead utilities, traffic signals and lighting, etc.
3. Curb and sidewalk is required along entire frontage of property. Follow IDO/DPM for specific width requirements.
4. For any private access easements on plats, all beneficiaries and maintenance responsibilities must be listed.
5. Due to sight distance concerns and to construct sufficient curb ramps, right-of-way dedication is required to add curves to corners of properties at intersections if they are not already developed. See Table 23.3 of the DPM.
6. Any private structures that are located within public right-of-way such as fences and walls shall either be removed or else a revocable permit with the City is required in which an annual fee is paid per year, based on square footage of the encroachment.

*If you would have additional questions or would like to schedule a follow-up Zoom meeting please contact Linda Rumpf at [lrumpf@cabq.gov](mailto:lrumpf@cabq.gov)*