



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 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>			
INTERIOR LOT LINE ADJUSTMENT (2 LOTS INTO 2 LOTS)			

<b>APPLICATION INFORMATION</b>			
Applicant: <b>MARY &amp; JULIETA CHAVEZ</b>		Phone:	
Address: <b>3506 12th ST NW</b>		Email:	
City: <b>ALBUQUERQUE</b>	State: <b>NM</b>	Zip: <b>87107</b>	
Professional/Agent (if any): <b>ARCH + PLAN LAND USE CONSULTANTS</b>		Phone: <b>505.980.8365</b>	
Address: <b>P.O. BOX 25911</b>		Email: <b>arch.plan@comcast.net</b>	
City: <b>ALBUQUERQUE</b>	State: <b>NM</b>	Zip: <b>87125</b>	
Proprietary Interest in Site:		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.: <b>TRACTS 89B3A &amp; 89B1B1</b>		Block:	Unit:
Subdivision/Addition:		MRGCD Map No.: <b>33</b>	UPC Code: <b>1-014-060-040-108-305-55</b>
Zone Atlas Page(s): <b>G-14</b>	Existing Zoning: <b>R-1C</b>		Proposed Zoning:
# of Existing Lots: <b>2</b>	# of Proposed Lots: <b>2</b>		Total Area of Site (Acres): <b>.4959±</b>
<b>LOCATION OF PROPERTY BY STREETS</b>			
Site Address/Street: <b>3506 12th ST NW</b>		Between: <b>McMULLEN AVE</b>	and: <b>MILDRED AV</b>
<b>CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)</b>			
NONE			

Signature:	Date: <b>8-10-21</b>
Printed Name: <b>DERRICK ARCHULETA</b>	<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: Derrick Archuleta

Date: 8.10.21

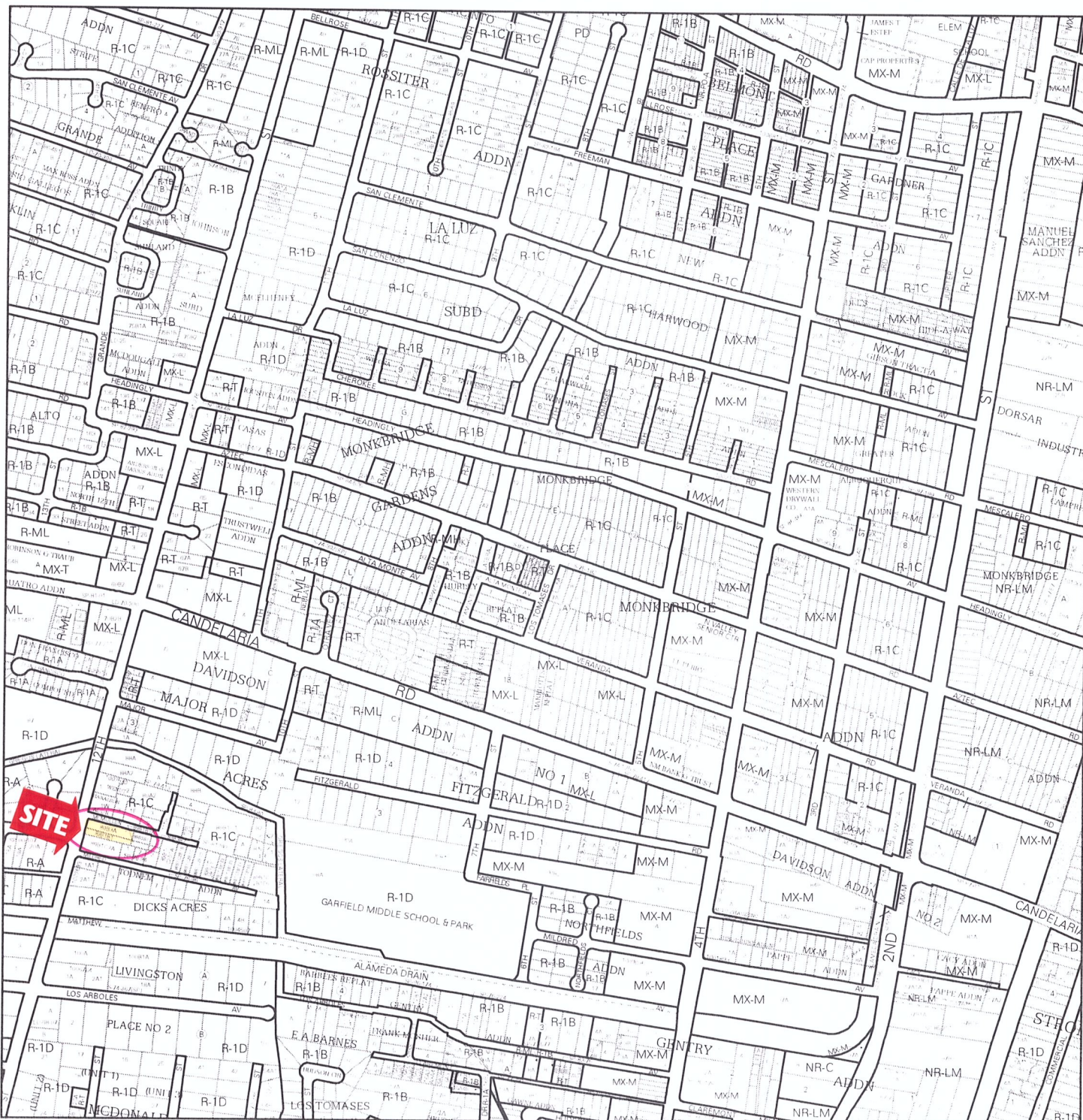
Printed Name: DERRICK ARCHULETA

Applicant or  Agent

**FOR OFFICIAL USE ONLY**

Case Numbers:	Project Number
Staff Signature:	
Date:	

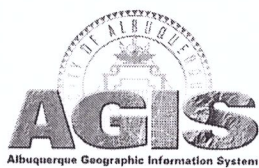




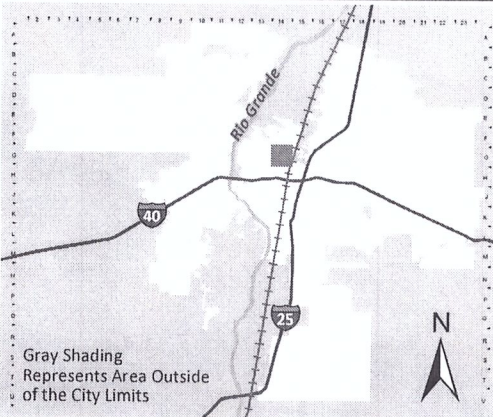
For more details about the Integrated Development Ordinance visit: <http://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance>

# 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).



Gray Shading  
 Represents Area Outside  
 of the City Limits

Zone Atlas Page:  
**G-14-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



**ARCH+PLAN**  
**LAND USE CONSULTANTS**  
**ALBUQUERQUE NM**

August 10, 2021

Jolene Wolfley, Chair  
City of Albuquerque  
Development Review Board  
600 2<sup>nd</sup> St NW  
Albuquerque NM

**RE: TRACTS 89B3A & 89B1B1, MRGCD MAP 33**

Ms. Wolfley and members of the Board:

I would like to request Sketch Plat review for a minor subdivision for the above mentioned property.

The property owner would relocate an interior lot line between existing Tracts 89B3A and 89B1B1, MRGCD Map 33 resulting in the same number of two (2) lots with subdivision to be known as Chavez Estates. Proposed Lot A is to be 0.2641± net acres and Lot B at 0.2079± net acres on property zoned R-1C (Single Family – Large Lot) on a total of 0.4959± acres.

The site is currently developed with a single family residence on proposed Lot A. The intentions of the relocated interior lot will reflect the function of the existing properties.

The site is governed by the Area of Consistency of the Albuquerque/Bernalillo County Comprehensive Plan within the Near North Valley Planning Area.

Thank you for your time and consideration of the proposed application.

Sincerely,



Derrick Archuleta, MCRP  
Principal



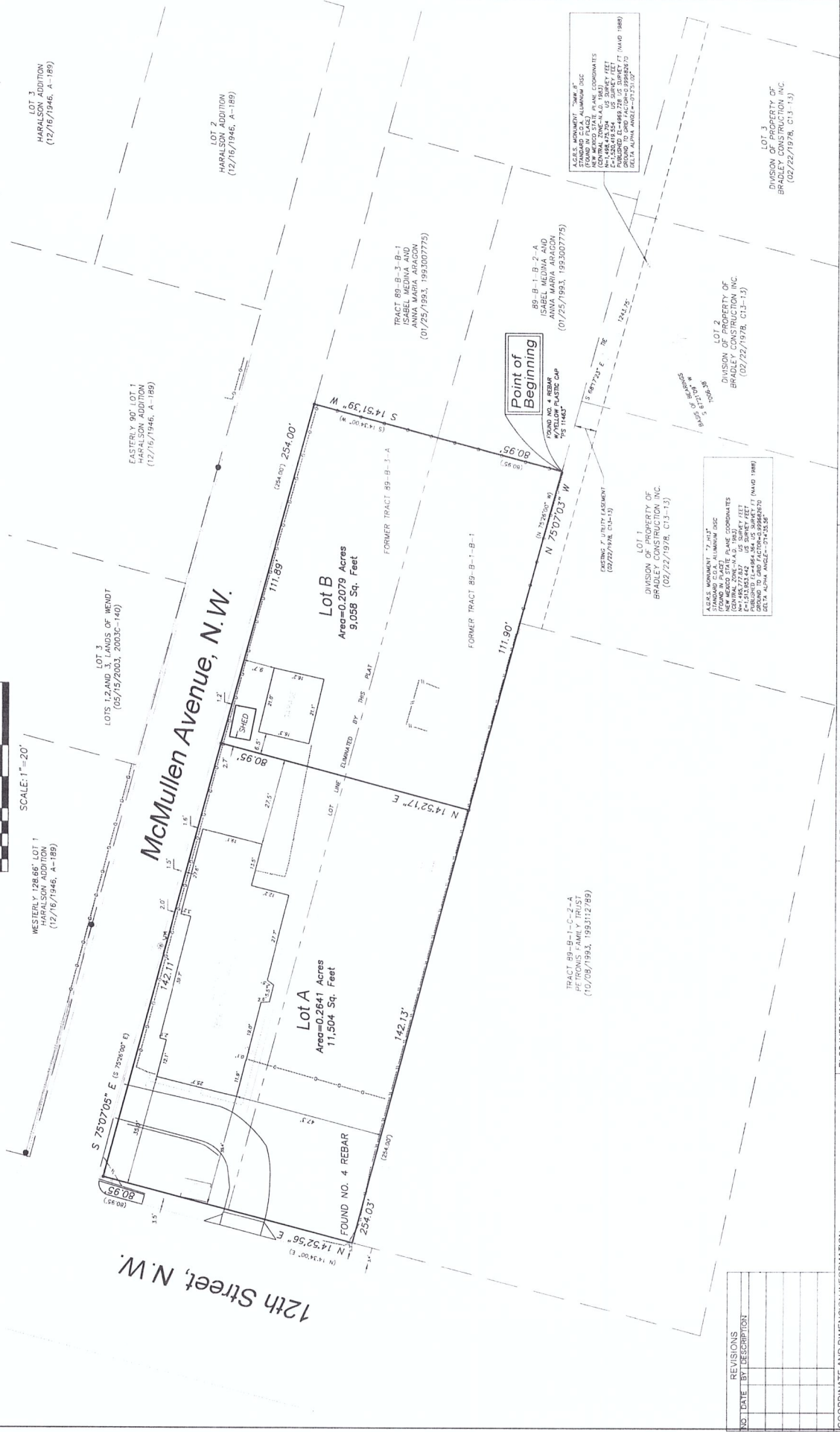


Site Plan

Lots A and B

# Chavez Estates

Town of Albuquerque Grant, Projected Section 05,  
Township 10 North, Range 4 East, N.M.P.M.  
Albuquerque, Bernalillo County, New Mexico  
May 2021



REVISIONS		COORDINATE AND DIMENSION INFORMATION		PLSS INFORMATION		INDEXING INFORMATION FOR COUNTY CLERK		PROJECT INFORMATION	
NO.	DATE	BY	DESCRIPTION	STATE PLSS ZONE	LAND GRANT	TOWNSHIP	RANGE	COUNTY	CREW/TECH
				NAD83	TOWN OF ALBUQUERQUE	10 NORTH	04 EAST	ALBUQUERQUE	MC
				VERTICAL DATUM	SECTION	05			DATE OF SURVEY
				NAVD88	05				04/30/2021
				ALBUQUERQUE GEODETIC REFERENCE SYSTEM					CHECKED BY
				ALBUQUERQUE GEODETIC REFERENCE SYSTEM					LM
				COMBINED SCALE FACTOR					DRAWN BY
				GRID TO GROUND: 1.0003743					JK
				GROUND TO GRID: 0.9996257					PSI JOB NO
									21-6051P
									SHEET NUMBER
									1 OF 1



OFFICE LOCATION:  
3000 San Mateo Boulevard, NE  
Albuquerque, NM 87113  
505.856.5700 PHONE  
505.856.7000 FAX

PROPERTY OWNER  
PRISCILLA MARY CHAVEZ AND JULIETA CHAVEZ  
SUBDIVISION NAME  
??  
ADDRESS  
3506 12TH STREET, N.W.

LAND GRANT  
TOWN OF ALBUQUERQUE  
SECTION  
05  
TOWNSHIP  
10 NORTH  
RANGE  
04 EAST  
CITY  
ALBUQUERQUE  
COUNTY  
BERNALILLO  
STATE  
NM  
UIC  
10-406004810830555

DATE OF SURVEY  
04/30/2021  
CHECKED BY  
LM  
DRAWN BY  
JK  
PSI JOB NO  
21-6051P  
SHEET NUMBER  
1 OF 1