



# Aria Studio Consultants, Inc.

Daniel Puzak, AIA | PO Box 1515 Cedar Crest, NM 87008 | 505-506-2314 | daniel@ariascinc.com

October 27, 2021

To City of Albuquerque Planning Department

RE Administrative Amendment  
528 Shops Façade  
3400 NM 528  
Albuquerque NM  
BP-2021-42753

In accordance with the requirements for application for a minor amendment of Pre-IDO 14-16-6-4(Z)(1)(a), this project meets those requirements.

1. Existing site development plan specifies requirements in place
2. The project is within the thresholds for minor amendments (refer to site plan notes)
3. The project does not change infrastructure
4. No deviations, variances, or waivers are needed

The approved site plan is included with this application.

The changes to the site plan are circled and noted.

Staff could not find any "Notices of Decision."

Thank you,

Debra West

October 27, 2021

City of Albuquerque  
600 2nd St NW  
Albuquerque, NM 87102

Re: Authorized Agents for 528 Shops

To Whom It May Concern:

This letter authorizes Debra West/Daniel Puzak of Aria Studio Consultants Inc., to act on behalf of 528 Shops at 3400 NM 528 as authorized agents in regards to any and all matters related to permitting.

Sincerely,



Amy Flores  
Commercial Real Estate Management  
Agent for Daniel Smith / On Sight Holdings, LLC

cc: Debra West, Daniel Puzak



Please check the appropriate box and refer to supplemental forms for submittal requirements. All fees must be paid at the time of application.

Administrative Decisions	Decisions Requiring a Public Meeting or Hearing	Policy Decisions
<input type="checkbox"/> Archaeological Certificate (Form P3)	<input type="checkbox"/> Site Plan – EPC including any Variances – EPC (Form P1)	<input type="checkbox"/> Adoption or Amendment of Comprehensive Plan or Facility Plan (Form Z)
<input type="checkbox"/> Historic Certificate of Appropriateness – Minor (Form L)	<input type="checkbox"/> Master Development Plan (Form P1)	<input type="checkbox"/> Adoption or Amendment of Historic Designation (Form L)
<input type="checkbox"/> Alternative Signage Plan (Form P3)	<input type="checkbox"/> Historic Certificate of Appropriateness – Major (Form L)	<input type="checkbox"/> Amendment of IDO Text (Form Z)
<input checked="" type="checkbox"/> Minor Amendment to Site Plan (Form P3)	<input type="checkbox"/> Demolition Outside of HPO (Form L)	<input type="checkbox"/> Annexation of Land (Form Z)
<input type="checkbox"/> WTF Approval (Form W1)	<input type="checkbox"/> Historic Design Standards and Guidelines (Form L)	<input type="checkbox"/> Amendment to Zoning Map – EPC (Form Z)
	<input type="checkbox"/> Wireless Telecommunications Facility Waiver (Form W2)	<input type="checkbox"/> Amendment to Zoning Map – Council (Form Z)
		<b>Appeals</b>
		<input type="checkbox"/> Decision by EPC, LC, ZHE, or City Staff (Form A)

### APPLICATION INFORMATION

Applicant: On Sight Holdings, LLC		Phone: 505-798-2600
Address: c/o Commercial Real Estate Management 5951 Jefferson St NE, Ste A		Email: aflores@cremm.com
City: Albuquerque	State: NM	Zip: 87109
Professional/Agent (if any): Debra West, ARIA Studio Consultants Inc		Phone: 505-453-5813
Address: PO Box 1515		Email: debra@ariascinc.com
City: Cedar Crest	State: NM	Zip: 87008
Proprietary Interest in Site:	List <u>all</u> owners:	

### BRIEF DESCRIPTION OF REQUEST

Review of facade changes

### SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)

Lot or Tract No.: Lot 3	Block:	Unit:
Subdivision/Addition: Lowe's Subdivision	MRGCD Map No.:	UPC Code: 101406621002030113
Zone Atlas Page(s): A-14-Z	Existing Zoning: SU-1 for C-2 Uses (CPO-2)	Proposed Zoning: n/a
# of Existing Lots: 1	# of Proposed Lots: 1	Total Area of Site (acres): 3.0313 ac

### LOCATION OF PROPERTY BY STREETS

Site Address/Street: 3400 NM 528 NW Between: Coors and: NM-528

### CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)

1001275

Signature:	Date: 10/27/2021
Printed Name: Debra West	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent

### FOR OFFICIAL USE ONLY

Case Numbers	Action	Fees	Case Numbers	Action	Fees
SI-2021-01810	AA				

Meeting/Hearing Date:	Fee Total:
Staff Signature:	Date: Project # PR-2021-006032

**FORM P3: ADMINISTRATIVE DECISIONS AND MINOR AMENDMENTS**

A single PDF file of the complete application including all plans and 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.

**INFORMATION REQUIRED FOR ALL ADMINISTRATIVE DECISIONS OR AMENDMENTS**

- Letter of authorization from the property owner if application is submitted by an agent
- Zone Atlas map with the entire site clearly outlined and labeled

**ARCHEOLOGICAL CERTIFICATE**

- Archaeological Compliance Documentation Form with property information section completed
- Only the information above is required unless the City Archaeologist determines that the application does not qualify for a Certificate of No Effect, in which case a treatment plan prepared by a qualified archaeologist that adequately mitigates any archeological impacts of the proposed development must be submitted and reviewed for a Certificate of Approval per the criteria in IDO Section 14-16-6-5(A)(3)(b)

**MINOR AMENDMENT TO SITE PLAN – ADMIN, EPC, or DRB**

- Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-4(Y)(2)
- The approved Site Plan being amended
- Copy of the Official Notice of Decision associated with the prior approval
- The proposed Site Plan, with changes circled and noted  
*Refer to the Site Plan Checklist for information needed on the proposed Site Plan.*
- Completed Site & Building Design Considerations Form in accordance with IDO Section 5-2(D) for new commercial and multifamily development except if the development is industrial or the multifamily is less than 25 units

**Minor Amendments must be within the thresholds established in IDO TABLE 6-4-4. Any amendment beyond these thresholds is considered a Major Amendment and must be processed through the original decision-making body for the request.**

**MINOR AMENDMENT TO SITE DEVELOPMENT PLAN APPROVED PRIOR TO THE EFFECTIVE DATE OF THE IDO**

- Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-4(Z)(1)(a)
- The approved Site Development Plan being amended
- Copy of the Official Notice of Decision associated with the prior approval
- The proposed Site Development Plan, with changes circled and noted  
*Refer to the Site Plan Checklist for information needed on the proposed Site Plan.*
- Completed Site & Building Design Considerations Form in accordance with IDO Section 5-2(D) for new commercial and multifamily development except if the development is industrial or the multifamily is less than 25 units

**Minor Amendments must be within the thresholds established in IDO TABLE 6-4-4. Any amendment beyond these thresholds is considered a Major Amendment and must be processed through the original decision-making body for the request.**

**ACCELERATED EXPIRATION SITE PLAN**

- Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-4(X)(2)(c)
- Site Plan to be Expired

**ALTERNATIVE SIGNAGE PLAN**

- Proposed Alternative Signage Plan compliant with IDO Section 14-16-5-12(F)(5)
- Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-5(C)(3)(b)
- Required notices with content per IDO Section 14-16-6-4(K)
  - Office of Neighborhood Coordination notice inquiry response and proof of emailed notice to affected Neighborhood Association representatives
  - Sign Posting Agreement

**ALTERNATIVE LANDSCAPE PLAN**

- Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-5-6(C)(16)
- Landscape Plan

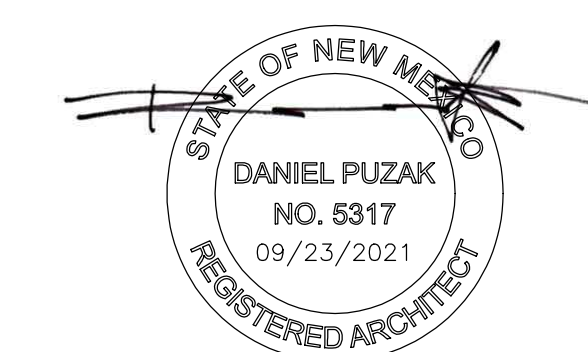
<p><i>I, the applicant or agent, acknowledge that if any required information is not submitted with this application, the application will not be scheduled for public meeting or hearing, if required, or otherwise processed until it is complete.</i></p>	
<p>Signature: </p>	<p>Date: 10/27/2021</p>
<p>Printed Name: Debra West</p>	<p><input type="checkbox"/> Applicant or <input type="checkbox"/> Agent</p>
<p><b>FOR OFFICIAL USE ONLY</b></p>	
<p>Project Number:</p>	<p>Case Numbers</p>
<p>PR-2021-006032</p>	<p>SI-2021-01810</p>
<p>Staff Signature:</p>	
<p>Date:</p>	



STUDIO CONSULTANTS, INC  
 PO BOX 1515  
 CEDAR CREST NM, 87008  
 DANIEL@ARIASCINC.COM  
 (505) 506-2314

**Project 528  
 Shops Facade**

3400 NM 528  
 Albuquerque NM

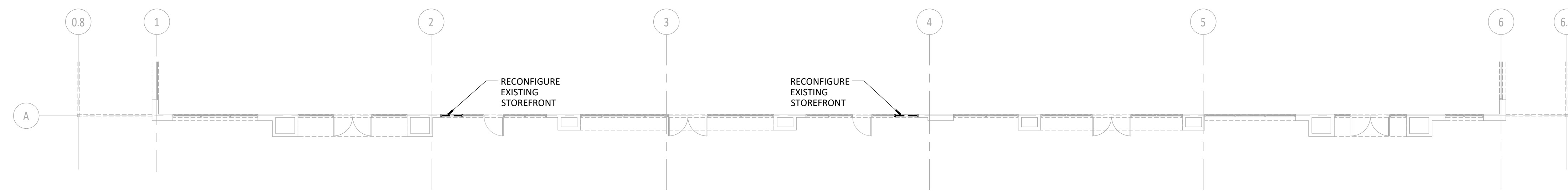


Architect/Engineer

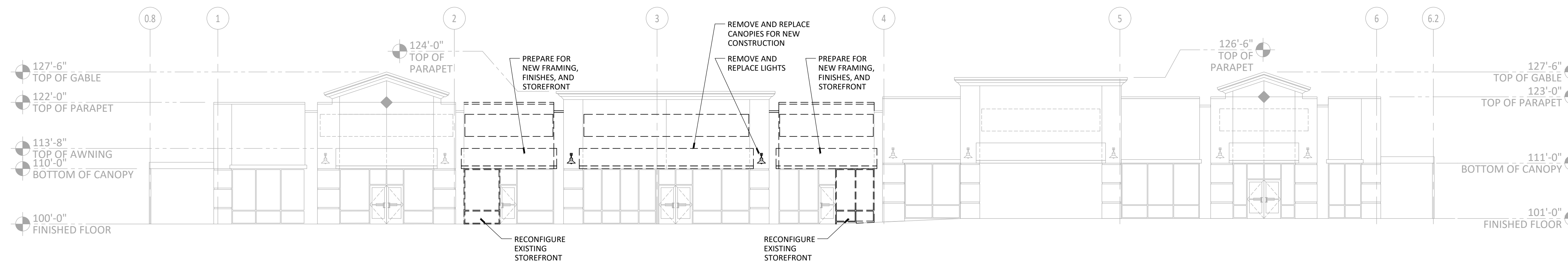
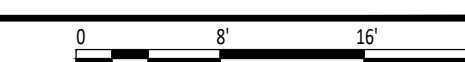
MARK	DATE	DESCRIPTION
REVISIONS		
ISSUE		Construction Documents
PROJECT NO		2122-528 Shops Facade
CAD DWG FILE		2122_528Shops_A100s
DRAWN BY		DGW
CHECKED BY		DGP
DATE		September 23, 2021

EXISTING AND PROPOSED  
 FACADE FLOOR PLAN  
 AND EXTERIOR ELEVATIONS

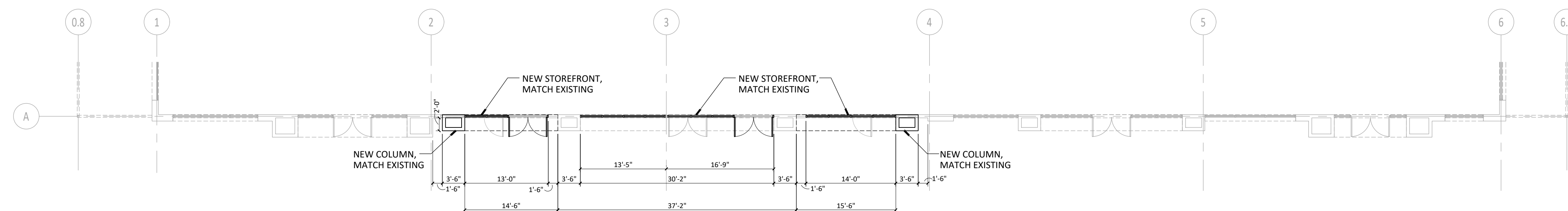
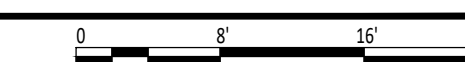
**A101**



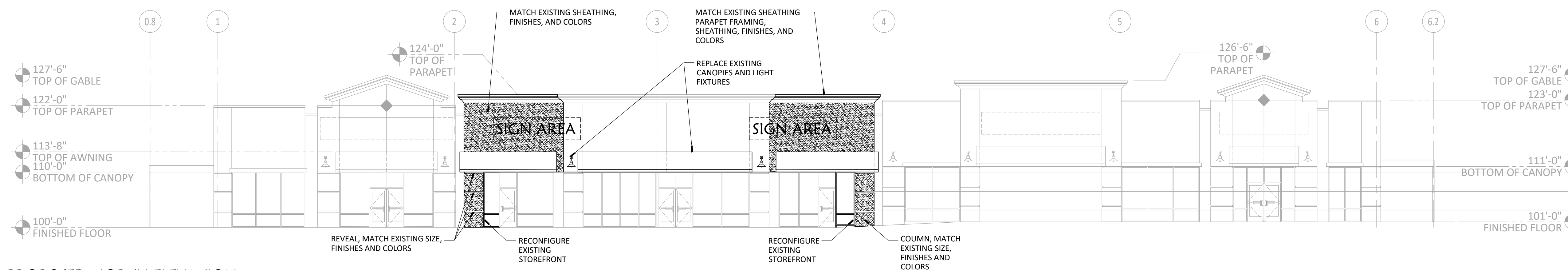
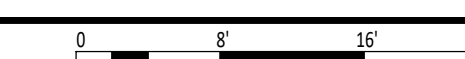
**D1** EXISTING FACADE PLAN  
 3/32" = 1'-0"



**C1** EXISTING NORTH ELEVATION  
 3/32" = 1'-0"



**A1** PROPOSED FACADE PLAN  
 3/32" = 1'-0"



**A1** PROPOSED NORTH ELEVATION  
 3/32" = 1'-0"

