

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 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~~ **Staff could not locate**
- 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~~ **No New Buildings**

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 a public meeting or hearing, if required, or otherwise processed until it is complete.</i></p>	
<p>Signature: </p>	<p>Date: 08-16-21</p>
<p>Printed Name: Jeremy Ortiz</p>	<p><input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent</p>
<p>FOR OFFICIAL USE ONLY</p>	
<p>Project Number:</p>	<p>Case Numbers</p>
<p>PR-2021-006205</p>	<p>SI-2021-01838</p>
<p>Staff Signature:</p>	
<p>Date:</p>	



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)
		Appeals
		<input type="checkbox"/> Decision by EPC, LC, ZHE, or City Staff (Form A)

APPLICATION INFORMATION

Applicant: Gary Chaves of MJG Corp		Phone: 575-317-2127
Address: 204 W. 4th St.		Email: gchavesmjg@qwestoffice.net
City: Roswell	State: NM	Zip: 88201
Professional/Agent (if any): JEREMY ORTIZ / Archis Architects, LLC		Phone: 505-948-8908
Address: 4700 Lincoln RD. STE 102D		Email: jeremy@archisdesign.net
City: Albuquerque	State: NM	Zip: 87109
Proprietary Interest in Site:	List <u>all</u> owners:	

BRIEF DESCRIPTION OF REQUEST

Arby's to go through Level 1 Renovations to include minor facade changes. This will include new lighting, awnings, and color changes. No other modifications to existing envelope or site elements

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

Lot or Tract No.: TRACT 5-B-2-B-1 PLAT OF TRACTS 5-B-2-B-1 AND 5-B-2-C-1	Block:	Unit:
Subdivision/Addition:	MRCGD Map No.:	UPC Code: 101606129813740102
Zone Atlas Page(s): F-16-Z	Existing Zoning:	Proposed Zoning:
# of Existing Lots:	# of Proposed Lots:	Total Area of Site (acres): .848

LOCATION OF PROPERTY BY STREETS

Site Address/Street: 1416 Mercantile ST NW	Between: Culture	and: I-25
--	------------------	-----------

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

--

Signature:	Date: 08-16-21
Printed Name: Jeremy Ortiz	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent

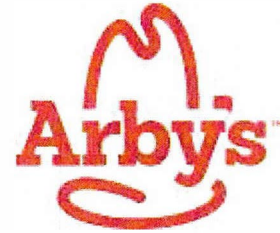
FOR OFFICIAL USE ONLY

Case Numbers	Action	Fees	Case Numbers	Action	Fees
SI-2021-01838	AA				

Meeting/Hearing Date:	Fee Total:
Staff Signature:	Date: Project # PR-2021-006205

MJG CORPORATION

MJG CORPORATION
204 W. 4TH ST.
ROSWELL, NEW MEXICO 88201



August 16, 2021

City of Albuquerque
James Aranda, Planning Department Deputy Director
Planning & Development Services
Plaza del Sol, 600 Second NW, Albuquerque, NM 87102
P.O. Box 1293, Albuquerque, N.M. 87103
Telephone: (505) 924-3860
Email: jmaranda@cabq.gov

Property Owner:
MJG Corporation
Contact: Gary Chaves
204 W. 4th St.
Roswell, NM 88201
Email: gchavesmjg@qwestoffice.net

Agent:
Jeremy Ortiz
Archis Architects LLC.
4700 Lincoln Road NE, Suite 102D
Albuquerque, New Mexico 87109
Phone (505) 948-8908
jeremy@archisdesign.net

RE: Agent Authorization for Gary Chaves of MJG Corporation –Administrative Amendment for Arby's Level 1 Alterations

Mr. Aranda,

The purpose of this letter is to authorize Jeremy Ortiz, with Archis Architects, LLC, to act as my agent of record in this request for an Administrative Amendment to an approved Site Development Plan for Building Permit and for Subdivision on the property legally described as TRACT 5-B-2-B-1 PLAT OF TRACTS 5-B-2-B-1 AND 5-B-2-C-1RENAISSANCE CENTER CONT .8480 AC, Arby's Restaurant, located at 1416 Mercantile St NW, zoned MX-M under the new Albuquerque IDO, containing approximately 0.848 Acres.

This authorization is valid until further written notice from Jeremy Ortiz (Agent) or Gary Chaves (Owner). Please direct all correspondence and communication to our Agent for the purpose of this request for administrative approval.

Respectfully,

A handwritten signature in black ink, appearing to read "Gary Chaves", written over a large, stylized circular flourish.

Gary Chaves
Senior Vice President
MJG Corporation

ARCHIS™
ARCHITECTS

August 16, 2021

City of Albuquerque
James Aranda, Planning Department Deputy Director
Planning & Development Services
Plaza del Sol, 600 Second NW, Albuquerque, NM 87102
P.O. Box 1293, Albuquerque, N.M. 87103
Telephone: (505) 924-3860
Email: jmaranda@cabq.gov

Property Owner:
MJG Corporation
Contact: Gary Chaves
204 W. 4th St.
Roswell, NM 88201
Email: gchavesmjg@qwestoffice.net

Agent:
Jeremy Ortiz
Archis Architects LLC.
4700 Lincoln Road NE, Suite 102D
Albuquerque, New Mexico 87109
Phone (505) 948-8908
jeremy@archisdesign.net

RE: Letter of Justification for the Façade Changes on Arby's located at 1416 Mercantile St. NW
Albuquerque New Mexico, 87107.

Mr. Aranda,

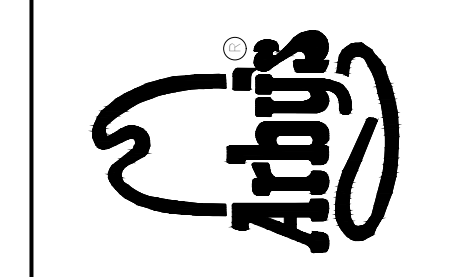
The purpose of this letter is to request that we be granted an Administrative Approval Amendment to allow the Façade changes as indicated in attached construction set to the Arby's located on 1416 Mercantile St NW. There are no other changes to any site elements within the project. We are currently in for permit for Level 1 Alterations and need approval in order to finalize our permit and construction of the required Arby's corporate updates. The amendment follows all criteria for a Minor Amendment as stated in the Albuquerque IDO Section 14-16-6-4(X)(2) without exception

We respectfully ask that you approve this Amendment Administratively so that we can quickly get these required corporate changes underway while doing our due diligence of permitting thus protecting the health safety and welfare of the public on this matter.

Respectfully,



Jeremy Ortiz, AIA, NCARB, CDT
Principal, CEO



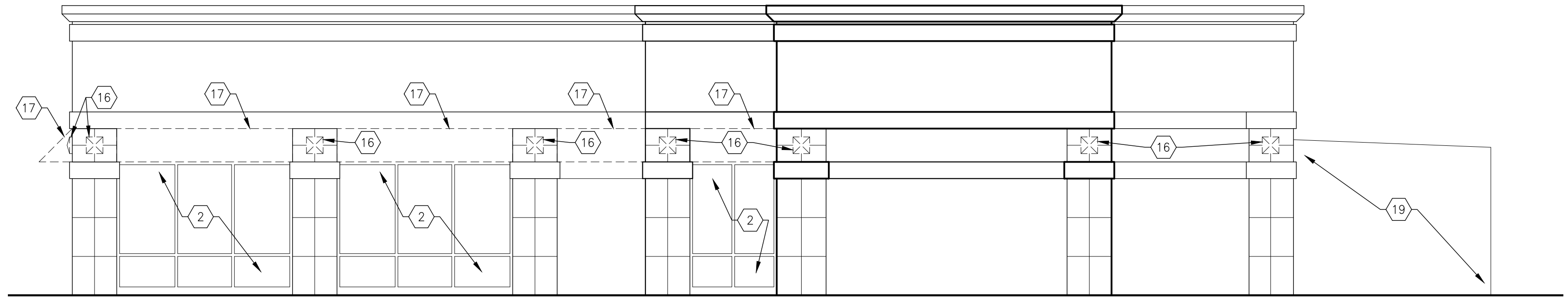
Revisions:

GENERAL NOTES

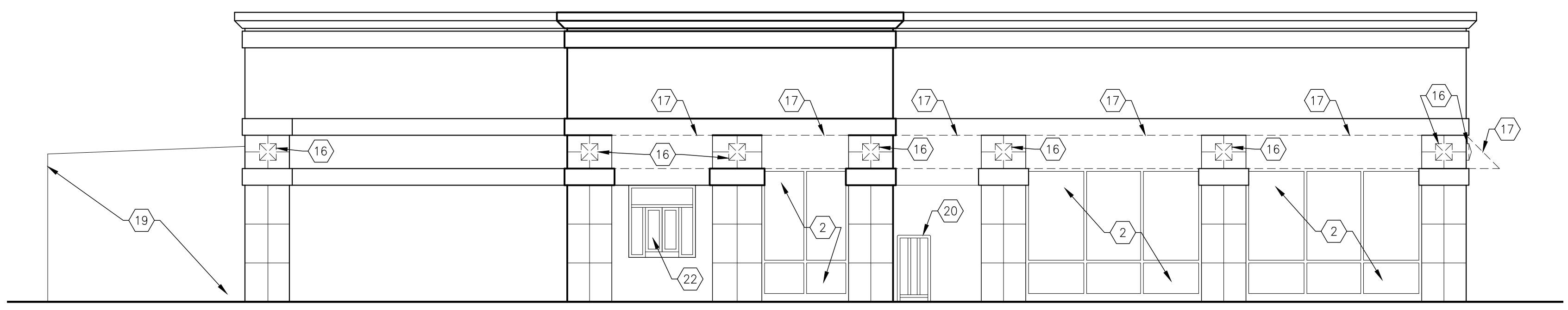
- A. USE FULL SCALE DRAWINGS FOR CONSTRUCTION PRINTED ON 24X36 "D" SIZE PAPER; DO NOT SCALE DRAWINGS; IF DIMENSIONS ARE IN QUESTION, ARE NOT PROVIDED, OR THERE IS A DISCREPANCY, CONTACT ARCHITECT IMMEDIATELY FOR CLARIFICATION BEFORE PROCEEDING WITH PRICING, ORDERING OR WORK
- B. "G" SERIES SHEETS APPLY TO THE ENTIRE SET OF DRAWINGS
- C. FIELD VERIFY EXISTING CONDITIONS PRIOR TO CONSTRUCTION; IF CONDITIONS EXIST THAT ARE NOT IDENTIFIED ON THE CONSTRUCTION DOCUMENTS OR ARE IN QUESTION, THE CONTRACTOR SHALL NOTIFY THE ARCHITECT PRIOR TO PRICING, ORDERING OR PROCEEDING WITH THE WORK
- D. ALL CONSTRUCTION SHALL CONFORM TO INDUSTRY AND MANUFACTURER'S STANDARDS AS A MINIMUM REQUIREMENT
- E. FIELD VERIFY ALL DIMENSIONS PRIOR TO DEMOLITION FRAMING
- F. PATCH AND REPAIR WALLS AS NEEDED AT AREAS OF NEW WORK
- G. SUBCONTRACTOR RESPONSIBLE FOR PROVIDING NECESSARY PREP WORK FOR NEW FLOORING; COORDINATE SITE VISIT WITH GENERAL CONTRACTOR
- F. ALL WIRING, PIPING AND EQUIPMENT FOR MECHANICAL, PLUMBING OR ELECTRICAL USES WHICH HAVE BEEN, OR ARE TO BE ABANDONED, SHALL BE REMOVED BACK TO SOURCE AND CAPPED OFF AS NECESSARY AND AS REQUIRED BY CODE
- G. OWNER TO REMOVE ANY EXISTING FURNISHINGS PRIOR TO COMMENCEMENT OF WORK
- H. ANY ITEM NOT NOTED ON THIS SHEET IS INDICATED TO REMAIN AS EXISTING

SHEET KEYNOTES

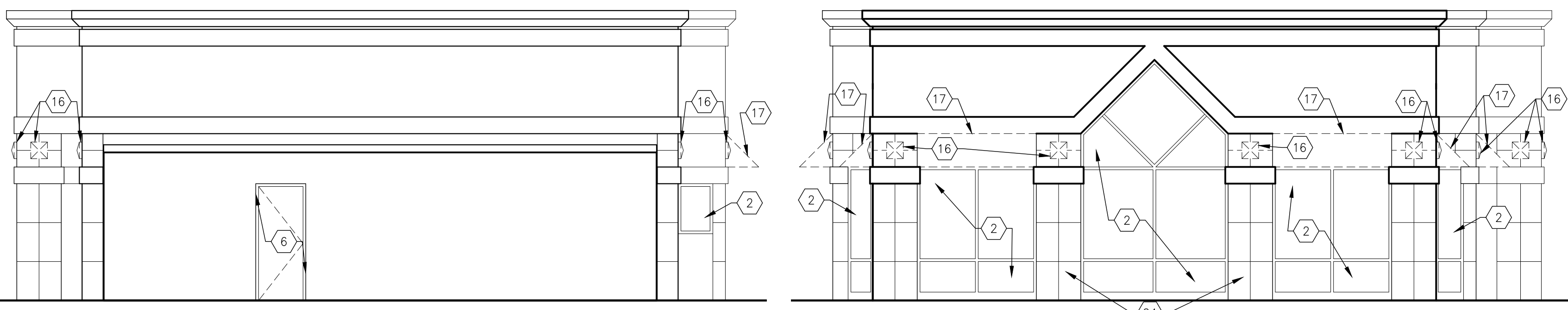
1. EXISTING TO REMAIN; NO WORK IN THIS AREA; NIC
2. EXISTING EXTERIOR WINDOW TO REMAIN
3. REMOVE EXISTING PARTITION
4. REMOVE PORTION OF EXISTING CASEWORK ASSEMBLY
5. REMOVE EXISTING DOOR AND FRAME IN ITS ENTIRETY; PREPARE AREA FOR NEW INFILL WALL
6. EXISTING DOOR AND FRAME TO REMAIN; PREPARE DOOR FOR NEW HARDWARE WHERE APPLICABLE; RE: A-101
7. REMOVE EXISTING PLUMBING FIXTURE; PREPARE AREA FOR NEW FIXTURE; LOCATIONS TO REMAIN
8. REMOVE EXISTING TOILET ACCESSORIES AS NECESSARY FOR NEW WALL FINISHES; STORE FOR REINSTALLATION IN SAME LOCATIONS
9. REMOVE FLOORING; PREPARE AREA FOR NEW FLOORING
10. REMOVE WALL FINISHES; PREPARE AREA OF NEW WALL FINISHES
11. REMOVE CEILING TILES AND COMPONENTS; MAINTAIN GRID; PREPARE FOR NEW WORK AND PAINT; PROTECT AND STORE ALL COMPONENTS TO BE REUSED AS SPECIFIED IN NEW WORK; RE: A-111; SEE DECOR PACKAGE FOR COLORS
12. REMOVE FINISHES AND PREPARE KNEE WALL AND COLUMN WRAP FOR NEW WORK; RE: A-101
13. REMOVE EXISTING CASEWORK; PREPARE AREA FOR NEW COUNTERTOPS AND EQUIPMENT
14. REMOVE EXISTING TOILET PARTITION IN ITS ENTIRETY
15. PREPARE AREA FOR NEW CEILING; RE: A-111
16. REMOVE EXTERIOR LIGHT; REROUTE AND REUSE EXISTING CIRCUIT FOR NEW WORK; RE: A-201 FOR NEW LIGHT LOCATIONS
17. REMOVE EXTERIOR AWNING; PREPARE AREA FOR NEW WORK
18. STRUCTURAL COLUMN TO REMAIN
19. COOLER/FREEZER TO REMAIN; NO WORK
20. EXISTING GUARDRAIL TO REMAIN
21. NOT USED
22. EXISTING DRIVE-THRU WINDOW TO REMAIN
23. EXISTING SOFFIT/HEADWALL TO REMAIN; MODIFY AS REQUIRED FOR NEW WORK
24. REMOVE EXTERIOR FINISHES AS REQUIRED FOR NEW WORK; RE: A-101
25. OWNER OPTION TO CONTINUE NEW FLOORING INTO THIS AREA; RE: A-101
26. EXISTING PORTION OF CASEWORK AND WALL BELOW TO REMAIN
27. EXISTING FLOOR DRAIN TO REMAIN



E3 EXTERIOR ELEVATION-DEMOLITION
 SCALE: 3/16" = 1'-0"

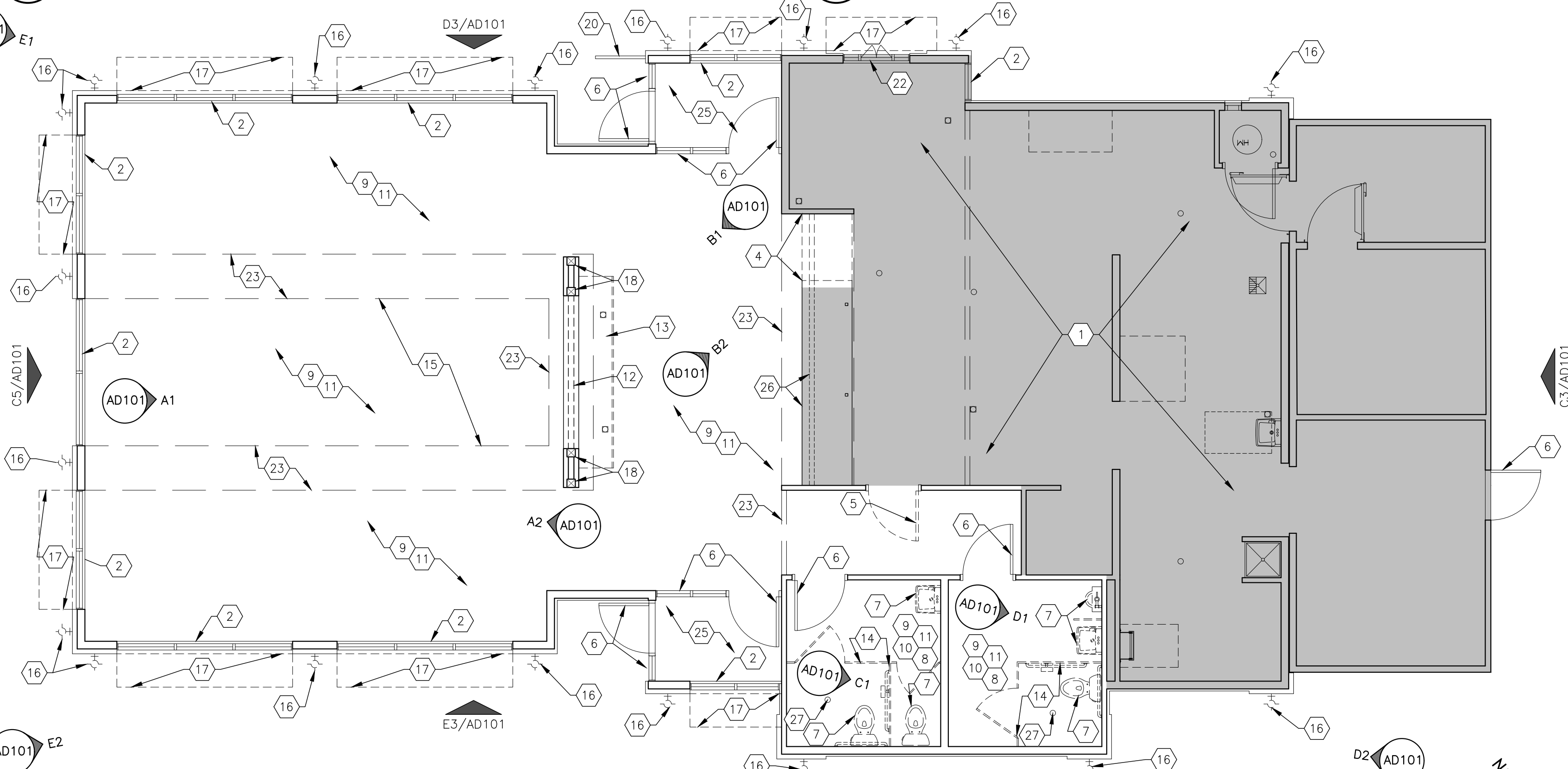


D3 EXTERIOR ELEVATION-DEMOLITION
 SCALE: 3/16" = 1'-0"

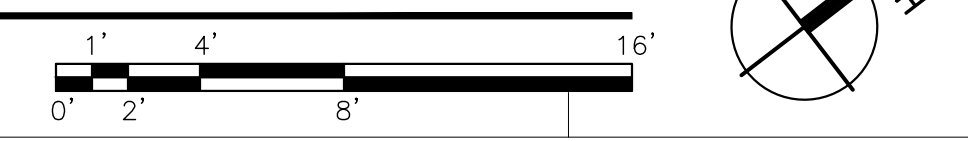


C3 EXTERIOR ELEVATION-DEMOLITION
 SCALE: 3/16" = 1'-0"

C5 EXTERIOR ELEVATION-DEMOLITION
 SCALE: 3/16" = 1'-0"



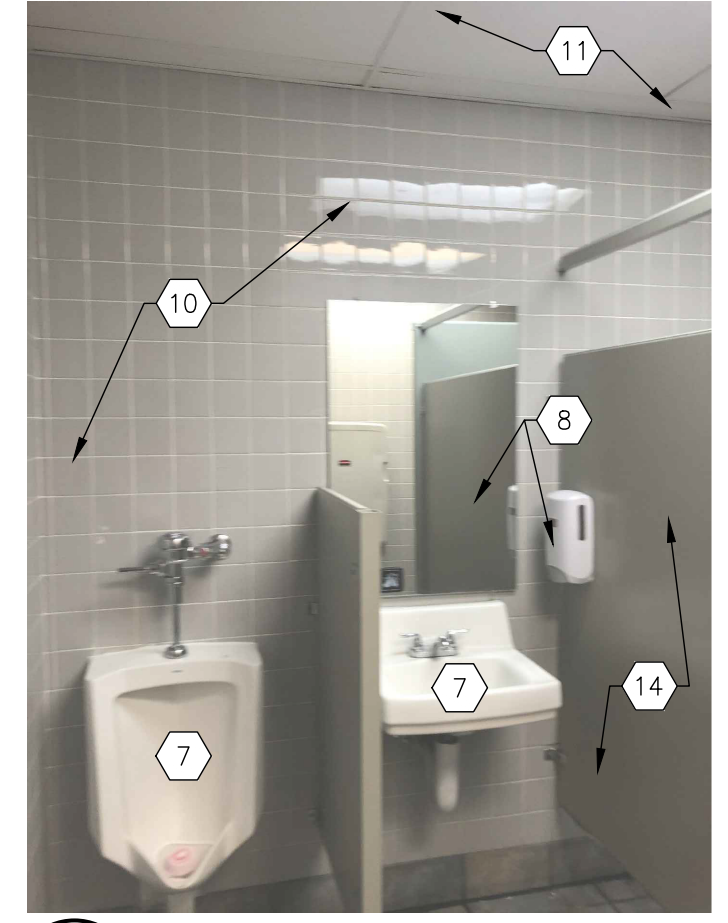
A3 FLOOR PLAN - DEMOLITION
 SCALE: 3/16" = 1'-0"



E1 SITE PHOTO
 SCALE: NTS



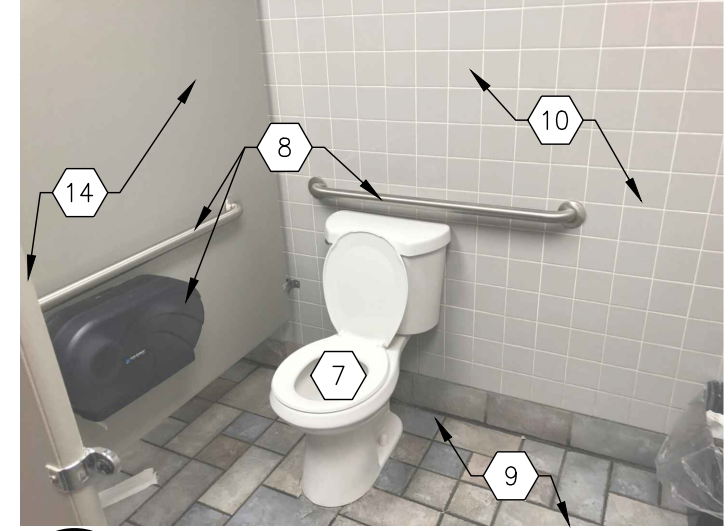
E2 SITE PHOTO
 SCALE: NTS



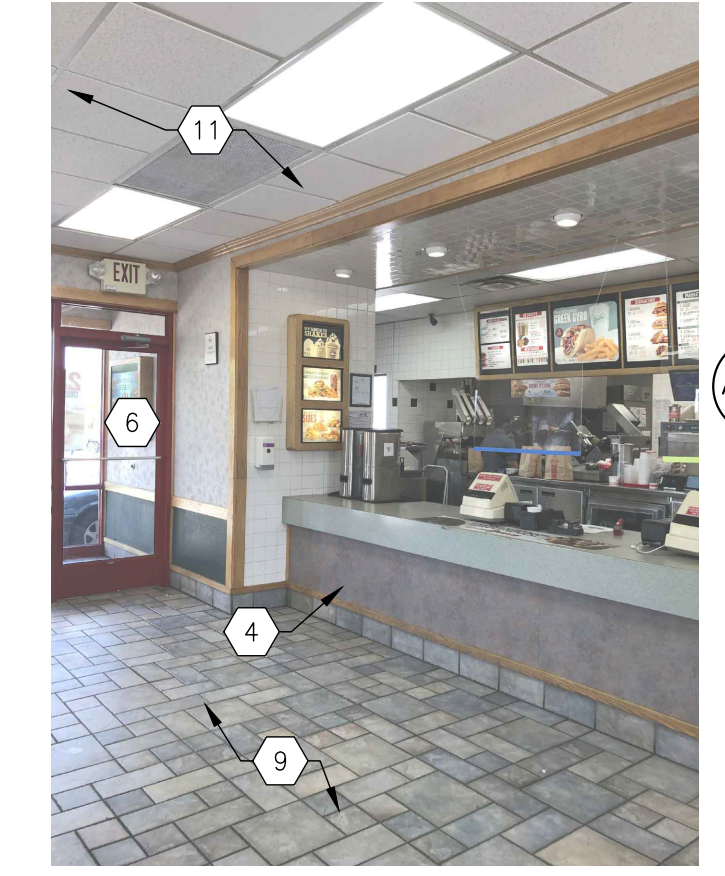
D1 SITE PHOTO
 SCALE: NTS



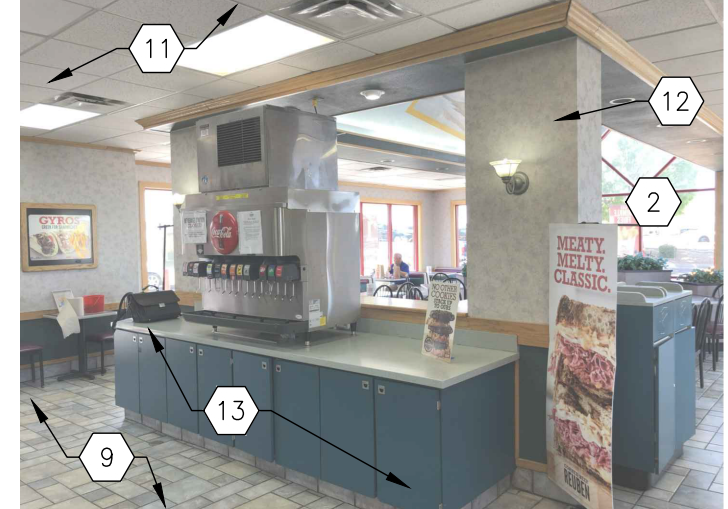
D2 SITE PHOTO
 SCALE: NTS



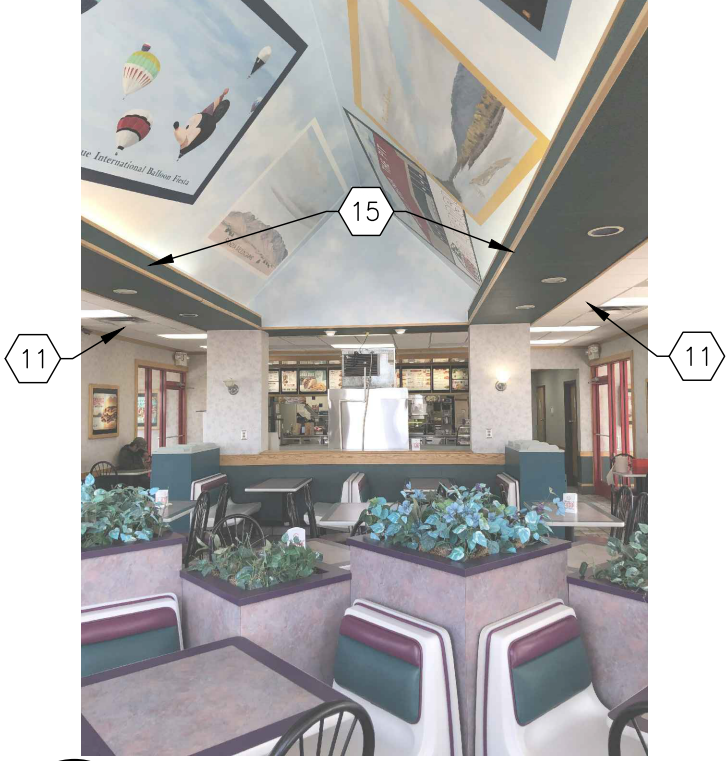
C1 SITE PHOTO
 SCALE: NTS



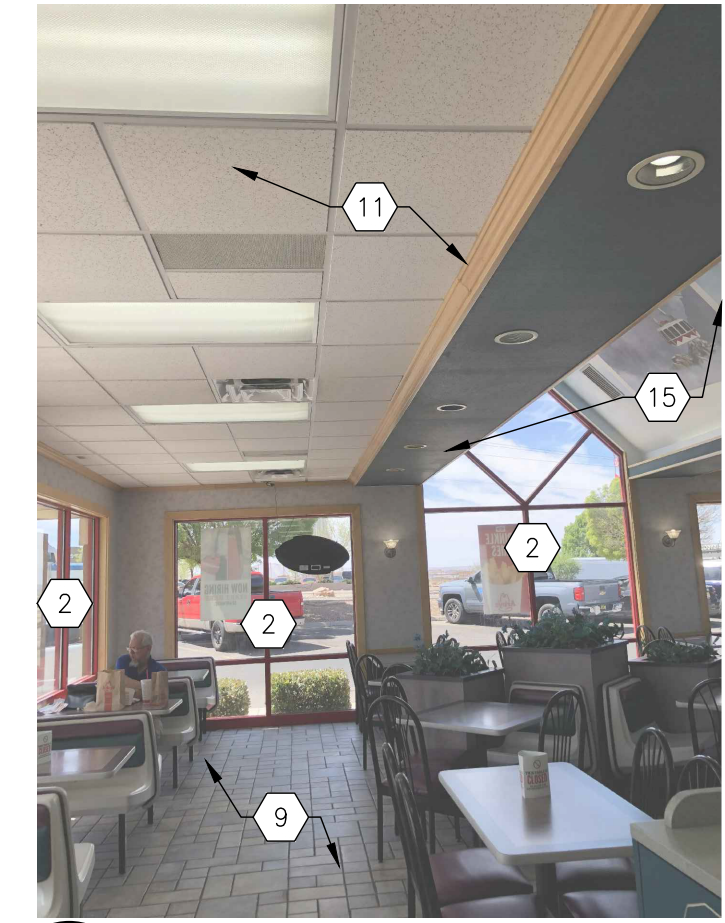
B2 SITE PHOTO
 SCALE: NTS



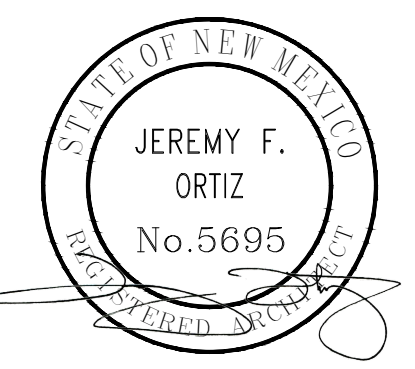
B1 SITE PHOTO
 SCALE: NTS



A1 SITE PHOTO
 SCALE: NTS



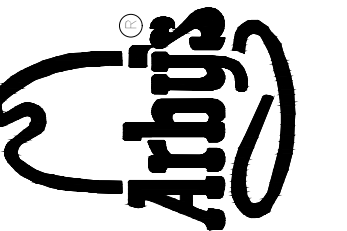
A2 SITE PHOTO
 SCALE: NTS



07-29-2021

ARCHIS
ARCHITECTS

4700 LINCOLN RD NE,
SUITE 102 D
ALBUQUERQUE
NEW MEXICO 87109
(505) 998-7717
www.archisarchitects.com



**ARBY'S RESTAURANT
7165 RENOVATION**
1416 MERCANTILE, NE
ALBUQUERQUE, NEW MEXICO 87107

Project No. 21-012 Drawn by: EB
Checked by: JFO

Issue Date:
July 29, 2021

#	Date	Revisions:
1	10-13-2021	RENAISSANCE REVIEW BOARD

Sheet Title:
Exterior Elevations

Sheet No.
A-201

GENERAL NOTES

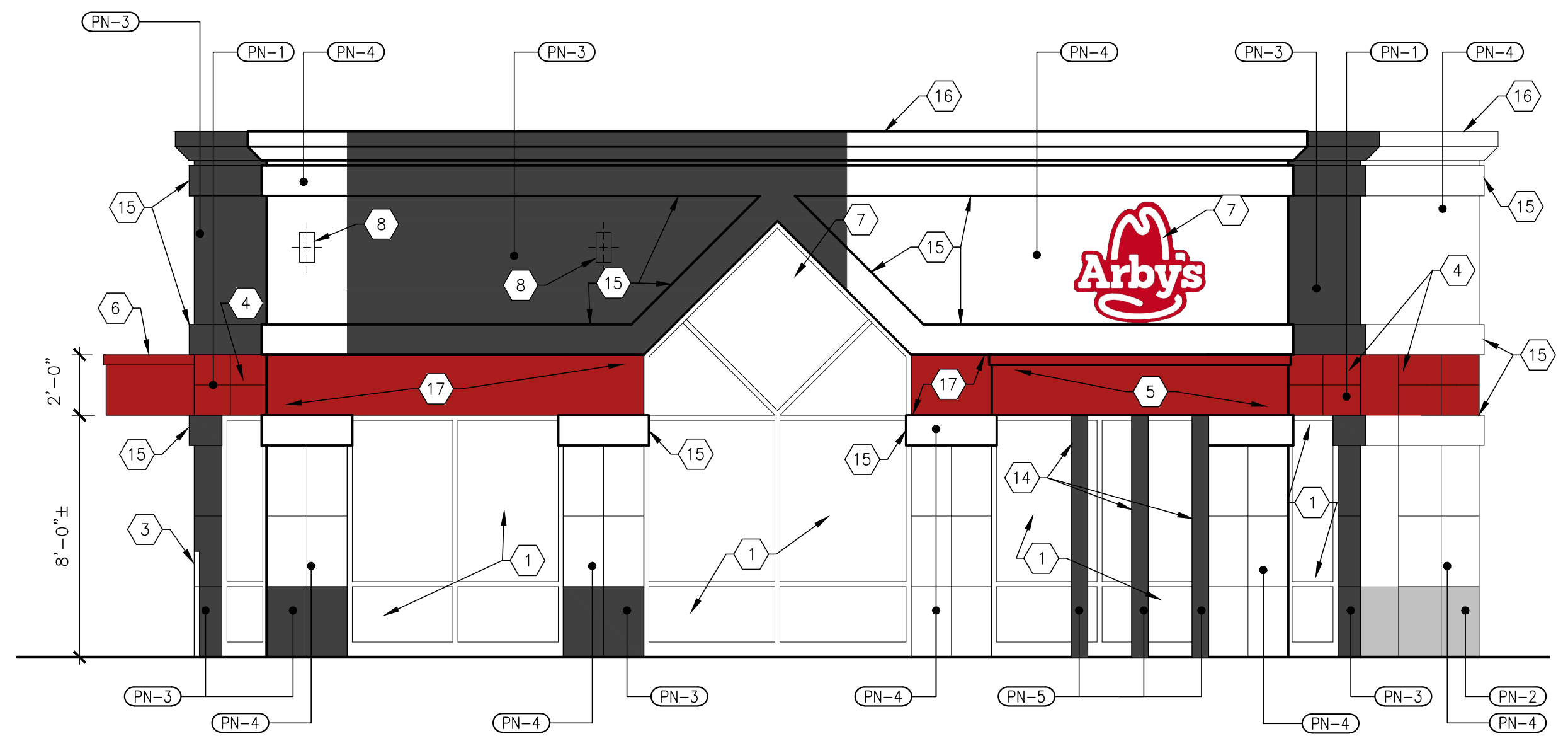
- USE FULL SCALE DRAWINGS FOR CONSTRUCTION PRINTED ON 24X36 "D" SIZE PAPER; DO NOT SCALE DRAWINGS; IF DIMENSIONS ARE IN QUESTION, ARE NOT PROVIDED, OR THERE IS A DISCREPANCY, CONTACT ARCHITECT IMMEDIATELY FOR CLARIFICATION BEFORE PROCEEDING WITH PRICING, ORDERING OR WORK
- "G" SERIES SHEETS APPLY TO THE ENTIRE SET OF DRAWINGS
- FIELD VERIFY EXISTING CONDITIONS PRIOR TO CONSTRUCTION; IF CONDITIONS EXIST THAT ARE NOT IDENTIFIED ON THE CONSTRUCTION DOCUMENTS OR ARE IN QUESTION, THE CONTRACTOR SHALL NOTIFY THE ARCHITECT PRIOR TO PRICING, ORDERING OR PROCEEDING WITH THE WORK
- ALL CONSTRUCTION SHALL CONFORM TO INDUSTRY AND MANUFACTURER'S STANDARDS AS A MINIMUM REQUIREMENT
- FIELD VERIFY ALL DIMENSIONS PRIOR TO FRAMING
- ELEVATIONS ARE FOR REPRESENTATION PURPOSES ONLY. COORDINATE WITH OWNER ON FINAL PAINT COLORS AND SELECTIONS

SHEET KEYNOTES

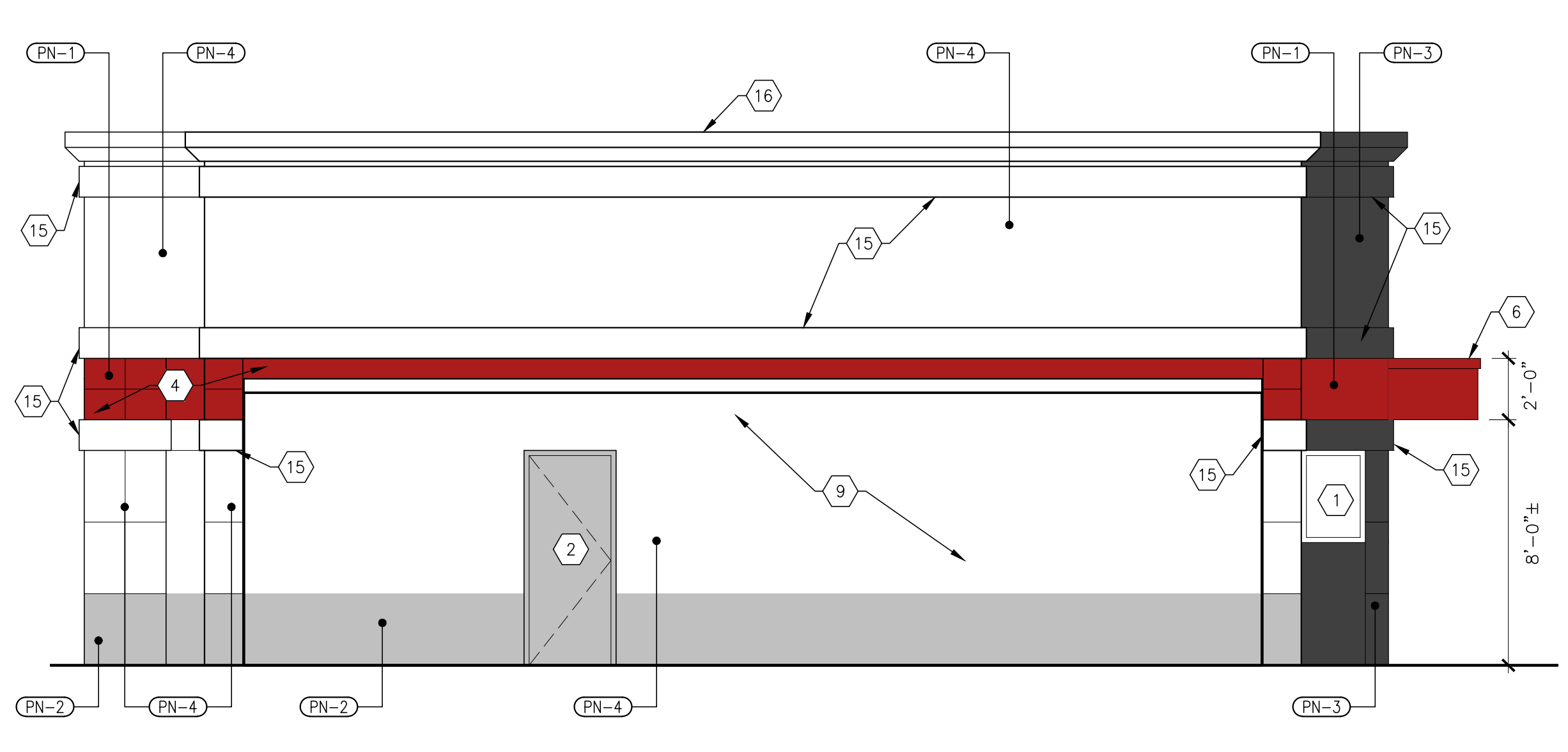
- EXISTING EXTERIOR WINDOW TO REMAIN
- EXISTING DOOR TO REMAIN;
- EXISTING GUARDRAIL TO REMAIN
- PRIME AND PAINT EXISTING BUILDING WITH ACCENT BAND; RE: EXTERIOR COLOR NOTES
- NEW ALUMINUM COMPOSITE METAL CANOPY BY SIGN COMPANY
- NEW ALUMINUM COMPOSITE METAL DRIVE-THRU CANOPY BY SIGN COMPANY; CENTER OVER EXISTING DRIVE-THRU WINDOW
- NEW SIGNAGE BY OTHERS; COORDINATE WITH OWNER; 30" MAX HEIGHT ON INDIVIDUAL LETTERS
- NEW EXTERIOR DOWNLIGHTING BY OTHERS; COORDINATE WITH OWNER
- EXISTING COOLER/FREEZER/STORAGE TO REMAIN; COORDINATE WITH OWNER ON NEW PAINT COLORS
- EXISTING TO REMAIN
- PROVIDE BLOCKING FOR CANOPY ATTACHMENT
- ANGLED STEEL CONNECTION AS PART OF CANOPY PACKAGE
- EXISTING DRIVE-THRU WINDOW TO REMAIN
- METAL CANOPY POSTS BY OTHERS
- EXISTING EIFS BAND TO REMAIN; PAINT NEW COLOR AS INDICATED IN EXTERIOR COLOR NOTES
- PARAPET CAP TO REMAIN; MATCH NEW COLOR TO ADJACENT WALL
- ALUMINUM COMPOSITE METAL ACCENT BAND BY SIGN COMPANY

EXTERIOR COLOR NOTES

- PN-1 SHERWIN WILLIAMS COLOR: SW6869 STOP
- PN-2 SHERWIN WILLIAMS COLOR: SW7024 FUNDAMENTAL GRAY
- PN-3 SHERWIN WILLIAMS COLOR: SW2808 ROOKWOOD DARK BROWN
- PN-4 SHERWIN WILLIAMS COLOR: SW7005 PURE WHITE
- PN-5 SHERWIN WILLIAMS COLOR: SW7048 URBANE BRONZE



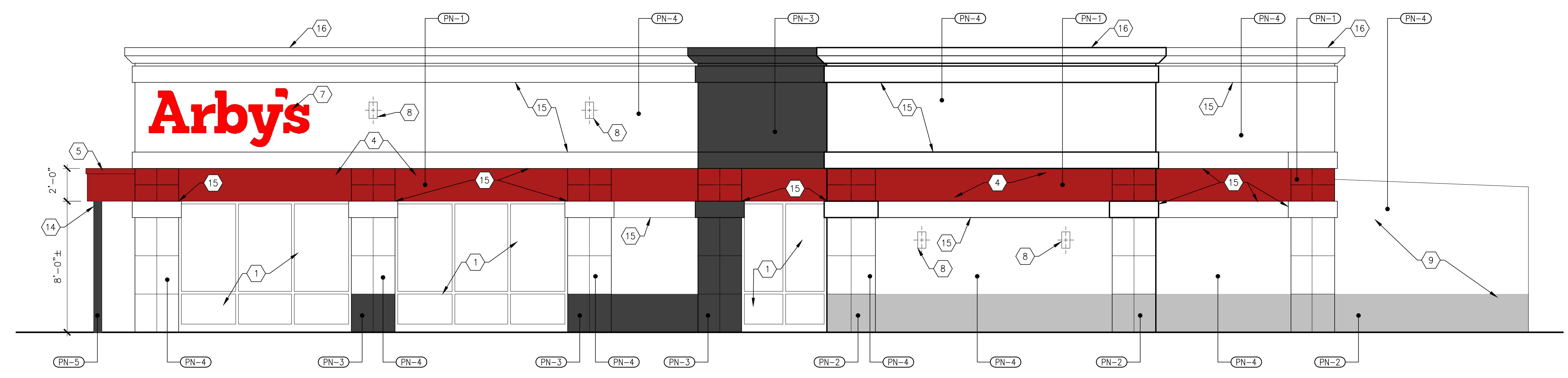
E1 EXTERIOR ELEVATION
SCALE: 1/4" = 1'-0"



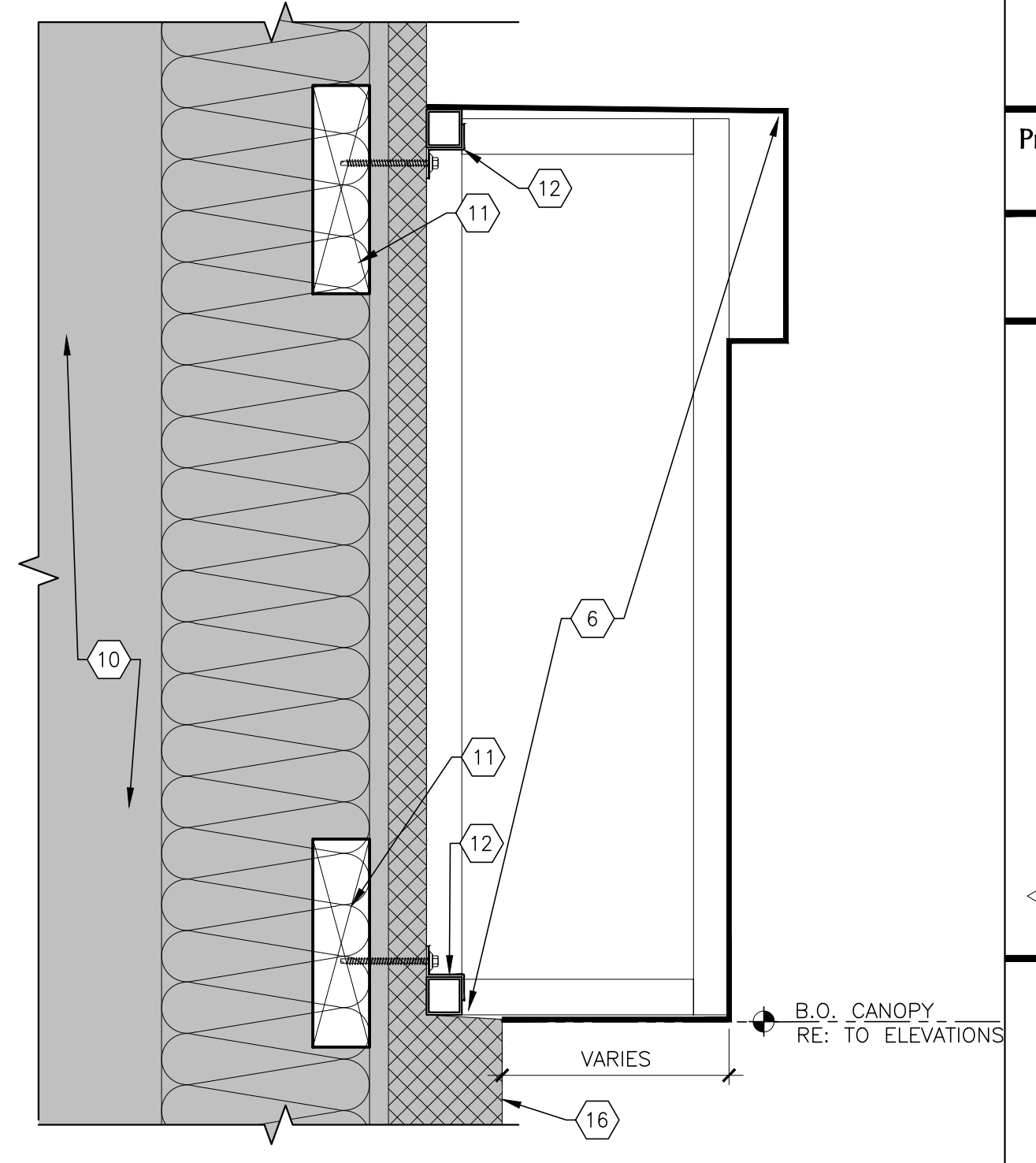
E4 EXTERIOR ELEVATION
SCALE: 1/4" = 1'-0"



C1 EXTERIOR ELEVATION
SCALE: 1/4" = 1'-0"



A1 EXTERIOR ELEVATION
SCALE: 1/4" = 1'-0"



A7 DETAIL SECTION @ CANOPY
SCALE: 3" = 1'-0"

October 25, 2021

Mr. Evan Berger
New Mexico Architect Licensing Advisor
4700 Lincoln Ave Suite 102D
Albuquerque, NM 87109

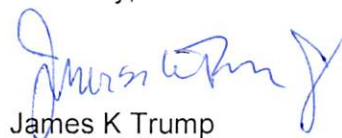
**RE: ARBY'S BUILDING MODIFICATIONS & SIGN VARIANCE REQUEST FOR
TRACT 5-B-2-B-1 RENAISSANCE CENTER**

Dear Mr. Berger:

This letter approves the Variance Request and finds the Building Modifications for the Arby's Restaurant location at the Northeast corner of Alexander and Renaissance Center on Tract 5-B-2-B-1. The committee is issuing a variance to the sign height based upon the variance of less than 10 percent of the requirements of the Renaissance Center Master Plan. The variance request is in line with other such variances and materially meets the intent of the Master Plan

Please include a copy of this letter to the City for processing your Administrative Amendment. Should the City have any questions please have them contact Ronald R. Bohannan at 505-858-3100. If you have any questions or need additional information regarding this matter, please do not hesitate to contact me.

Sincerely,



James K Trump

Cc: Ronald R. Bohannan

JN: 2021080
RRB/ye





CITY OF ALBUQUERQUE INVOICE

JEREMY ORTIZ

4700 LINCOLN RD

Reference NO: SI-2021-01838

Customer NO: CU-65637617

Date	Description	Amount
11/04/21	2% Technology Fee	\$1.00
11/04/21	Application Fee	\$50.00

Due Date: **11/04/21**

Total due for this invoice:

\$51.00

Options to pay your Invoice:

1. Online with a credit card: <http://posse.cabq.gov/posse/pub/lms/Default.aspx>
2. In person: Plaza Del Sol, 600 2nd St. NW, Albuquerque, NM 87102

PLEASE RETURN THE BOTTOM PORTION OF THIS INVOICE NOTICE WITH PAYMENT



City of Albuquerque
PO Box 1293
Albuquerque, NM 87103

Date: 11/04/21
Amount Due: **\$51.00**
Reference NO: SI-2021-01838
Payment Code: 130
Customer NO: CU-65637617

JEREMY ORTIZ
4700 LINCOLN RD
ALBUQUERQUE, NM 87109



130 0000SI2021018380009935511480726260000000000000051000CU65637617