

From: [Palmer, Jeffrey](#)
To: [Brian Patterson](#); [Rafael Castellanos](#)
Cc: [Matt Lammers](#); [Rafael Castellanos](#); [Biazar, Shahab](#); [Vos, Michael](#); [Rodenbeck, Jay B.](#)
Subject: RE: Capra Bank Phase 1 - SPA Submittal
Date: Thursday, October 2, 2025 4:53:26 PM
Attachments: [image004.jpg](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)

Good afternoon, Brian,

I spoke with Rafael this afternoon, and wanted to provide an update for you on the status of the review for the Site Plan Administrative – Zoning (SPA-Z). It appears that you have provided all of the documentation we had requested, but there are a few corrections and/or notes we need to add, as follows:

1. Property line shown on Site Plan and Landscape Plan: These plans need to show the proposed replatted property line. As you are in that process now, you could show both lines, if you would prefer, but I need to be able to see the replatted property line. You also need to show the setback distance from the replatted property line to the building – as it is now, it appears to be going through the middle of the building.
2. Parking for Tracts A3-A (Capra) and A3-B (restaurants): The northeast portion of Lot A3-B is being eliminated by the replat and, in the interim, is being utilized for parking for the modular unit bank. Two issues to address here:
 - Until the replat is completed, there needs to be a cross-lot access agreement between the two tracts, as A3-A is using parking on A3-B's lot, that is assigned for use by A3-B. This is needed to allow the modular unit to park in that area.
 - After the replat is completed, there needs to be a revision of the approved site plan for the restaurant businesses located on A3-B to reflect the new lot size AND the new parking allotment. Parking calculations will need to be changed, along with designated parking available for A3-B restaurants. If you are going to continue to allow cross-lot parking, you would need to note that in the change to the site plan.
3. Amendment of the Site Plan for Tract A3-B (restaurants): *Note: This does not have to hold up Phase 1 progress.* Prior to submittal of Phase 2 for permit, you must amend the site plan for A3-B, as noted above, to accurately reflect the changes that have been made to that prior approved site plan. I am willing to make this a Conditional Approval for Phase 1, so that you will have time to complete this without holding things up – but it must be done prior to Phase 2.
4. Signage for the modular bank: I discussed this with Rafael, and signage must be submitted under a separate sign permit. It must meet requirements of IDO section 14-16-5-12, Table 5-

12-3. Please send me a draft before submittal, to ensure no problems with the permit.

Please keep in mind that once we approve the SPA-Z, it does not guarantee the Journal Center Architectural Review Committee will approve the landscape plan or site plan for phase 2 as submitted at this time. These appear to meet the requirements, but, as I mentioned to Rafael, they may require changes, such as a berm between the frontage road and the parking area, or other modifications in order to be more consistent with the Journal Center design guidelines which I may have missed. Their approved Site Plan will replace and amend the SPA-Z at that time, and will need our final review for any changes, as well.

Brian, if you are able to get these changes made by early next week, I see no reason we cannot get this Site Plan Administrative-Zoning application approved next week, which will prepare us for approval of the Zoning portion of the Building Permit, as well. Please let me know if you have further questions.

Respectfully,



JEFF PALMER

Code Enforcement Supervisor

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Our POSSE and AVOLVE systems have been replaced with our new software system, ABQ-PLAN. POSSE and AVOLVE users can create an ABQ-PLAN account with the same email address to access their data. We have a [user guide](#), [video tutorials in English and Spanish](#), and other resources to help you get up to speed. For more information about ABQ-PLAN please visit <https://www.cabq.gov/planning/abq-plan> .

From: Brian Patterson <bpatterson@Titan-Development.com>

Sent: Monday, September 29, 2025 8:45 AM

To: Biazar, Shahab <sbiazar@cabq.gov>; Vos, Michael <mvos@cabq.gov>; Palmer, Jeffrey <jppalmer@cabq.gov>

Cc: Matt Lammers <mlammers@titan-development.com>; Rafael Castellanos <rcastellanos@Titan-Development.com>

Subject: FW: Capra Bank Phase 1 - SPA Submittal

Good morning Shahab,

Just wanted to let you know that the Administrative Site Plan for Capra Bank in the Journal Center was submitted late last week (Administrative Site Plan). As discussed, we have a hard deadline to have Capra moved into their modular building on December 1st and believe that this is still very attainable. Our goal is to obtain Site Plan approval this week, so that we can pull a grading permit and a tap-in permit for utilities next week. This will allow us to complete the horizontal infrastructure while the modular building permit gets processed.

Status

Administrative Site Plan - Administrative Site Plan - Submitted

Conceptual G&D – HYDR-2025-00337 – Submitted but not approved yet.

TCL - TRANS-2025-00267 – Already approved.

ABCWUA – Availability letter has been drafted but waiting on signatures. Spoke to ABCWUA and it should go out early this week.

Appreciate your additional attention to this project and if you or your staff has any questions, please reach out as this is very time sensitive.



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From: Rafael Castellanos <rcastellanos@Titan-Development.com>

Sent: Thursday, September 25, 2025 5:33 PM

To: Matt Lammers <mlammers@titan-development.com>; Brian Patterson <bpatterson@Titan-Development.com>

Subject: Fwd: Capra Bank Phase 1 - SPA Submittal

Sent from my iPhone

Begin forwarded message:

From: Jeremy Vardaman <jeremy@17services.com>
Date: September 25, 2025 at 4:24:05 PM MDT
To: Jen Hanson <jhanson@caprabank.com>, Rafael Castellanos <rcastellanos@titan-development.com>
Cc: Tyler Gentry <Tyler@17services.com>, Matt Lammers <mlammers@titan-development.com>, Tut Fuller <tut@caprabank.com>, Andres Garcia <agarcia@caprabank.com>, Liz Earls <learls@caprabank.com>
Subject: Capra Bank Phase 1 - SPA Submittal

All,

The Phase 1 SPA has been submitted to the city of Albuquerque and the fee has been paid. Below is the SPA number for those he need a record.

SP-2025-00081

Please let me know if you have any questions or concerns.

Thanks,

Jeremy Vardaman, RA
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