

May 5, 2022

TO: Jennifer Cobbs, Cyntergy

FROM: Catalina Lehner, AICP- Senior Planner

RE: Proposed Minor Amendments – Walmart Neighborhood Market – 11001 Menaul Blvd. NE

I reviewed the submittal for the proposed amendments to the approved, most recent site plan for the Walmart Neighborhood market site. Thank you for providing a well-organized application. Some items need to be addressed and I have a few questions, as follows.

Application Materials

1. Applicant – The applicant and the agent are both listed as Staff of Cyntergy.. I believe the applicant is Walmart Stores and the professional agent(s) are Cyntergy Staff.
2. A copy of the Notification of Decision is required (see Form P3). These are available by locating the appropriate history number (use case tracking in the GIS system). Our records clerk can assist you further: gdelgado@cabq.gov

Site Plan/Drawings

Note: For an amendment, we compare existing (what's approved) vs. proposed (current submittal). We need one "existing" set of drawings (the approved site plan) and one "proposed" set of drawings – which are the new sheets on top of the older, approved sheets).

6. I'm having a difficult time dis-entangling the site plan sheets submitted. Could you please use dividers, folders, bookmarks, to separate which set is which? That would really help.
7. For an AA submittal, we need ONE copy of the controlling site development plan. That's the 2017 approval, which I believe is p. 7 through 11 of the pdf. Is this correct?
8. What are pages 12 through 15 of the pdf?
9. Please remove p. 16 of the pdf- a blank approval stamp with a December 2021 date.
11. Starting with p. 17 of the pdf, these appear to be the proposed changes. Is this correct?
 - A. Please put the proposed, new sheets in a more standard order, which is: main site plan, zoomed in site plan, landscaping, elevations, G and D, utilities, detail sheets (I realize not all sheets are part of the submittal.
 - B. In this case, that would be: Sheet 1, Sheet 2, Elevations, detail sheets.
 - C. Several of the sheets repeat after p. 17. I'm not sure what's intended.
12. The final, proposed site plan for this AA will consist of: the sheets in 11, above, in standard order, on top of the existing, stamped drawings.