

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 Meeting? if yes, indicate language: _____
- A Single PDF file of the complete application including all 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. 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

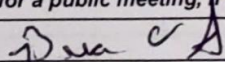

MINOR SUBDIVISION PRELIMINARY/FINAL PLAT APPROVAL

- 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.

<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, if required, or otherwise processed until it is complete.</i></p>	
Signature: 	Date: 1/21/22
Printed Name: Brian Ostiz	<input checked="" type="checkbox"/> Applicant or <input type="checkbox"/> Agent
FOR OFFICIAL USE ONLY	
Case Numbers:	Project Number
Staff Signature:	
Date:	



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

SUBDIVISIONS	<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 checked="" type="checkbox"/> Minor - Preliminary/Final Plat (Form S2)	MISCELLANEOUS APPLICATIONS	<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)	PRE-APPLICATIONS
<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)	
SITE PLANS	<input type="checkbox"/> Waiver to IDO (Form V2)	APPEAL
<input type="checkbox"/> DRB Site Plan (Form P2)	<input type="checkbox"/> Waiver to DPM (Form V2)	<input type="checkbox"/> Decision of DRB (Form A)

BRIEF DESCRIPTION OF REQUEST
The land is currently 4 lots with each lot being 25 feet wide and 93 feet long. I would like to make this one lot for a total of 100 feet wide and 93 feet long

APPLICATION INFORMATION

Applicant: Brian Ortiz		Phone: 505-363-8358
Address: 6212 Casa Blanca Dr NW		Email: Brian@bsquareconstruction.us
City: Albuquerque	State: NM	Zip: 87120
Professional/Agent (if any):		Phone:
Address:		Email:
City:	State:	Zip:
Proprietary Interest in Site:		List all owners: DR Investments LLC

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

Lot or Tract No.: LOT 8, 9, 10 and 11	Block: 2	Unit:
Subdivision/Addition: Apache Trail Addition	MRGCD Map No.:	UPC Code: 1 014 059 260 263 32831 And 1 014 059 255 265 32836
Zone Atlas Page(s): 4 4-14-2	Existing Zoning: MX-M	Proposed Zoning: MX-M
# of Existing Lots: 4	# of Proposed Lots: 1	Total Area of Site (Acres): 214

LOCATION OF PROPERTY BY STREETS

Site Address/Street: 420 and 428 Prospect NW	Between: 4 th	and: 6 th
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CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)

Signature:	Date: 1/20/2022
Printed Name: Brian Ortiz	<input checked="" type="checkbox"/> Applicant or <input type="checkbox"/> Agent

FOR OFFICIAL USE ONLY					
Case Numbers	Action	Fees	Case Numbers	Action	Fees

Meeting Date:	Fee Total:
Staff Signature:	Date:
	Project #

Justification letter

Letter of explanation of project

To whom it may concern,

The property at 420 and 428 prospect Ave NW is currently divided into 2 county lots and 4 city lots.

The city lots are currently 25 feet wide and 93.18 feet deep. It is currently Lot 8,9,10 and 11 of Block 2 of the Apache Trail Addition.

Attached is an ILR survey that shows the lots.

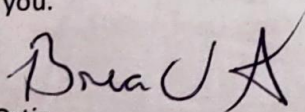
What I am proposing to do is remove the Lot lines and make it one big lot.

The reason for this change is to build Townhomes on the property. As the lot is currently plotted, the townhomes will have to cross lot lines and the city will not allow that.

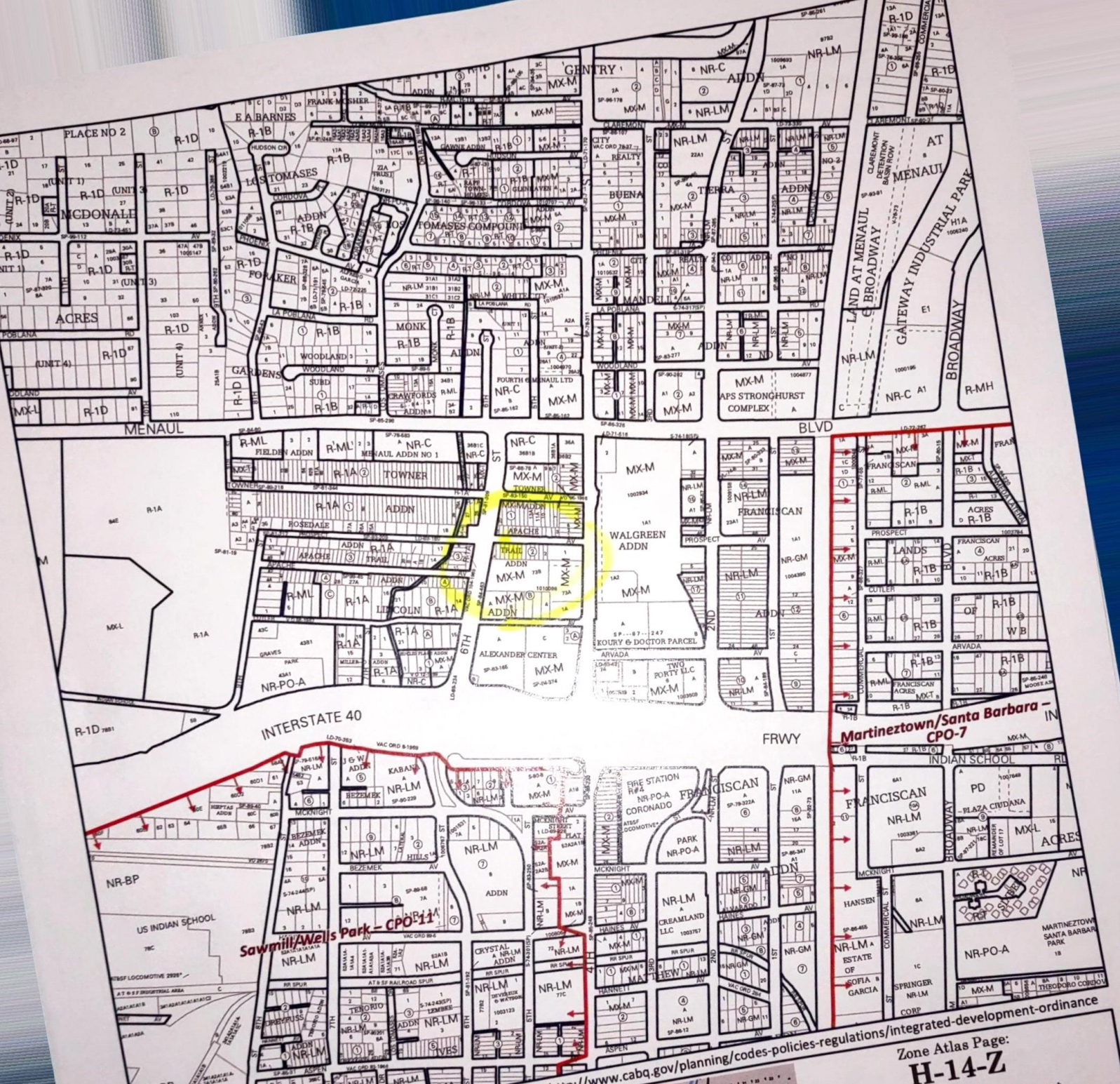
So to remediate this situation I am wanting to remove the lot lines between Lot 8-9 9-10 and lot line 10-11. Once these lot lines are removed. This will allow me to build townhomes on the property.

The Design with measurements, setbacks, parking is attached.

Thank you.

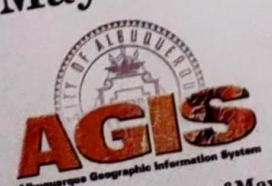
A handwritten signature in black ink that reads "Brian Ortiz". The signature is stylized, with the first letters of the first and last names being large and prominent.

Brian Ortiz.

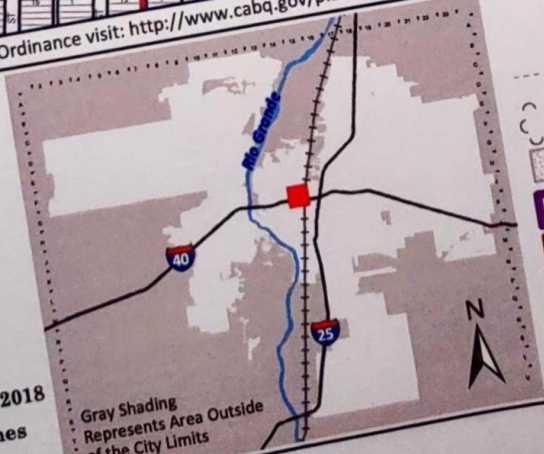


For more details about the Integrated Development Ordinance visit: <http://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance>

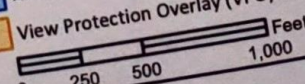
IDO Zone Atlas May 2018



IDO Zoning information as of May 17, 2018
The Zone Districts and Overlay Zones are established by the Integrated Development Ordinance (IDO).



- Zone Atlas Page: **H-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



Gray Shading Represents Area Outside of the City Limits

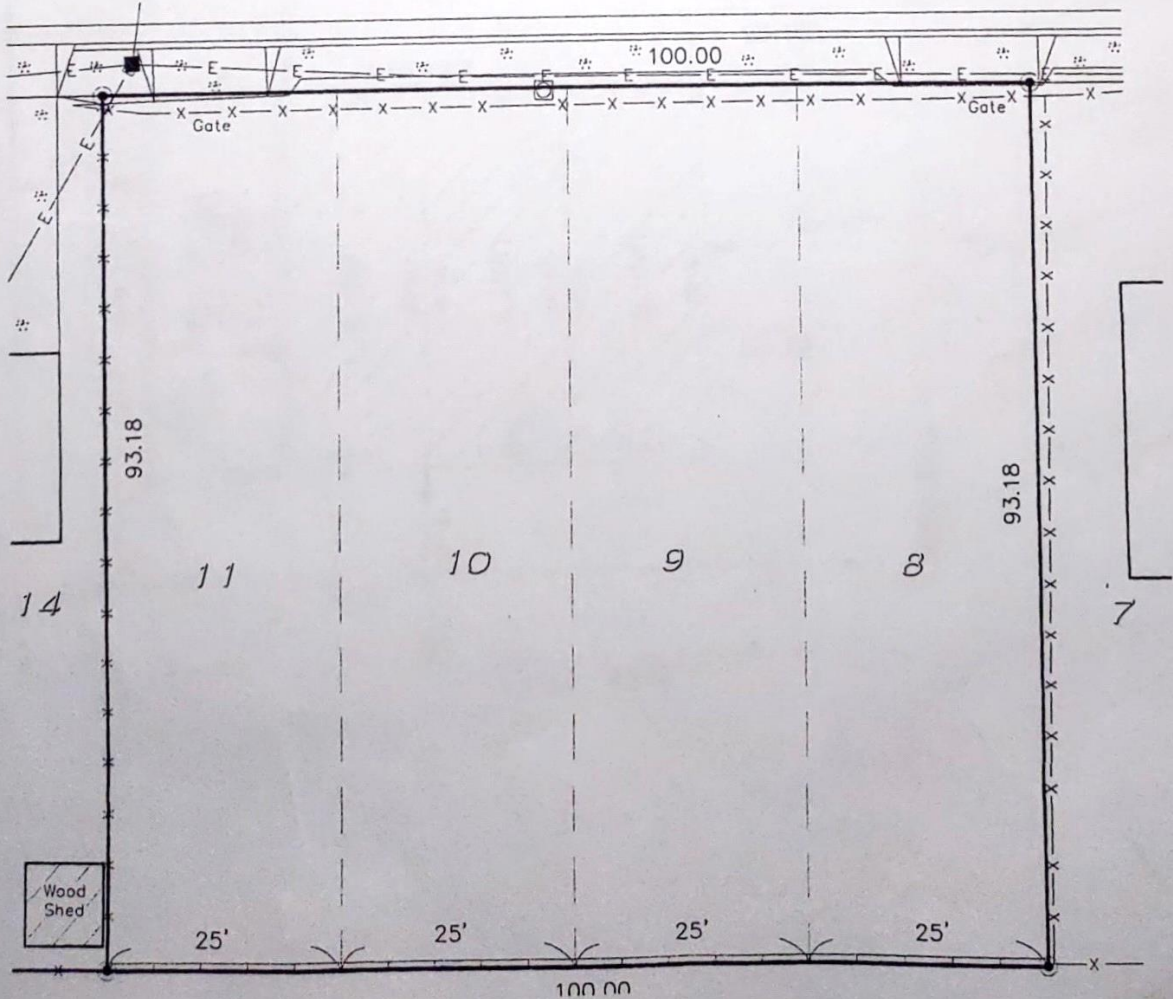
STEWART TITLE 505-897-1700

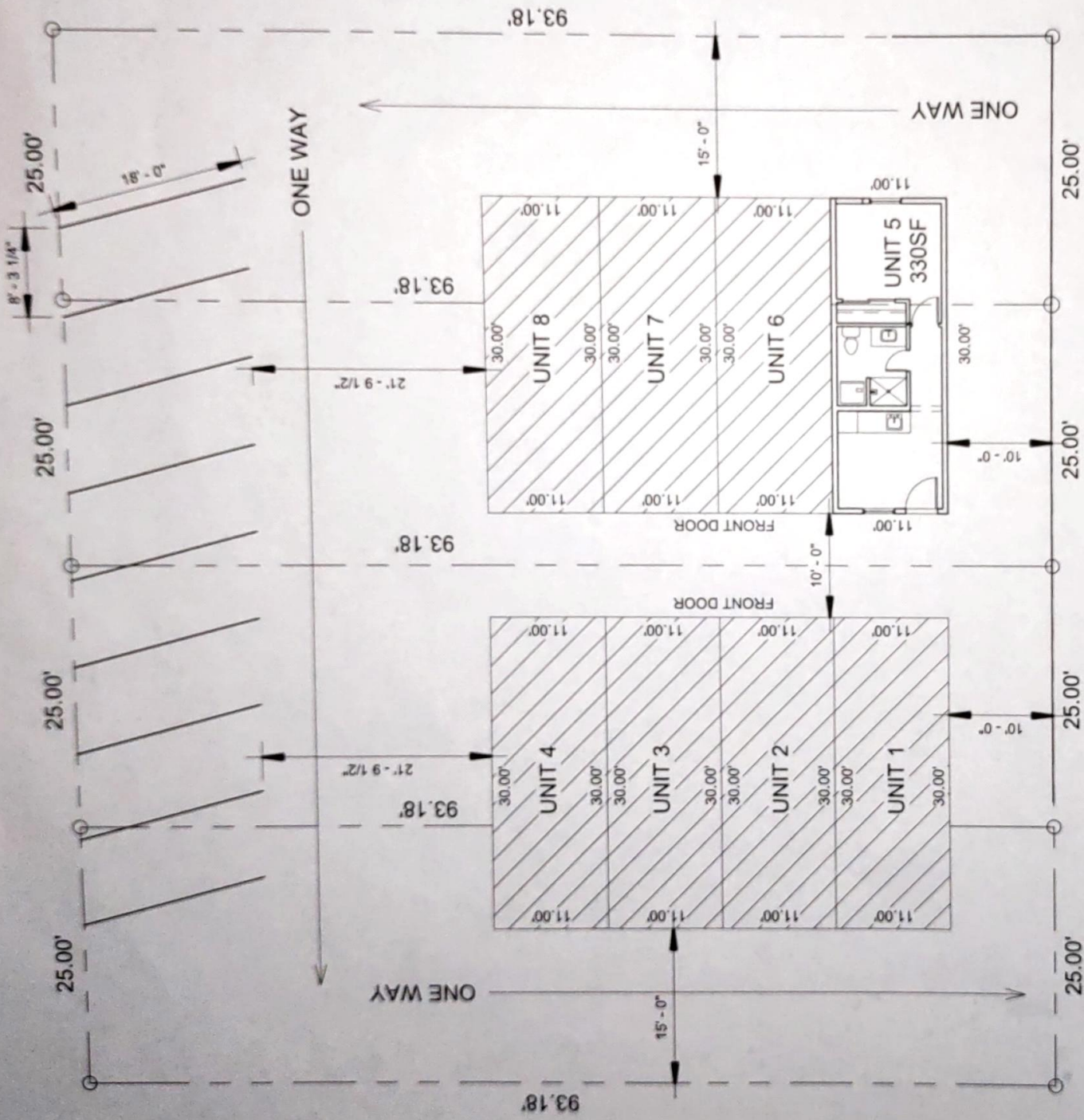
Per State of New Mexico Minimum Standards for Surveying, 12.8.2.10
NMAC: THIS REPORT IS NOT FOR USE BY A PROPERTY OWNER
FOR ANY PURPOSE. This is not a boundary survey and may not
be sufficient for the removal of the survey exception from an
owner's title policy. It may or may not reveal exact locations of
existing walls and fences, encroachments, overlaps, conflicts in
boundary lines, shortages in area, or other matters which would be
disclosed by an accurate boundary survey.

IMPROVEMENT LOCATION REPORT

Lots 8, 9, 10, and 11, Block 2
Apache Trail Addition
City of Albuquerque
Bernalillo County, New Mexico

428 PROSPECT AVENUE N.W.





428 PROSPECT AVE NW

420 PROSPECT AVE NW