




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

<b>SUBDIVISIONS</b>	<input type="checkbox"/> Final Sign off of EPC Site Plan(s) (Forms P2)	<input type="checkbox"/> Extension of IIA: Temp. Def. of S/W (Form V2)
<input type="checkbox"/> Major – Preliminary Plat (Forms S & S1)	<input type="checkbox"/> Amendment to Site Plan (Forms P & P2)	<input type="checkbox"/> Vacation of Public Right-of-way (Form V)
<input type="checkbox"/> Major – Bulk Land Plat (Forms S & S1)	<b>MISCELLANEOUS APPLICATIONS</b>	<input type="checkbox"/> Vacation of Public Easement(s) DRB (Form V)
<input type="checkbox"/> Extension of Preliminary Plat (Form S1)	<input type="checkbox"/> Extension of Infrastructure List or IIA (Form S)	<input type="checkbox"/> Vacation of Private Easement(s) (Form V)
<input type="checkbox"/> Minor Amendment - Preliminary Plat (Forms S & S2)	<input type="checkbox"/> Minor Amendment to Infrastructure List (Form S2)	<b>PRE-APPLICATIONS</b>
<input type="checkbox"/> Minor - Final Plat (Forms S & S2)	<input type="checkbox"/> Temporary Deferral of S/W (Form V2)	<input type="checkbox"/> Sketch Plat Review and Comment (Form S2)
<input type="checkbox"/> Minor – Preliminary/Final Plat (Forms S & S2)	<input type="checkbox"/> Sidewalk Waiver (Form V2)	<input checked="" type="checkbox"/> Sketch Plan Review and Comment (Form P2)
<b>SITE PLANS</b>	<input type="checkbox"/> Waiver to IDO (Form V2)	<b>APPEAL</b>
<input type="checkbox"/> DRB Site Plan (Forms P & P2)	<input type="checkbox"/> Waiver to DPM (Form V2)	<input type="checkbox"/> Decision of DRB (Form A)
<b>BRIEF DESCRIPTION OF REQUEST</b>		

<b>APPLICATION INFORMATION</b>		
Applicant/Owner:		Phone:
Address:		Email:
City:	State:	Zip:
Professional/Agent (if any):		Phone:
Address:		Email:
City:	State:	Zip:
Proprietary Interest in Site:		List <u>all</u> owners:
<b>SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)</b>		
Lot or Tract No.:		Block:
Subdivision/Addition:		Unit:
MRGCD Map No.:		UPC Code:
Zone Atlas Page(s):	Existing Zoning:	Proposed Zoning
# of Existing Lots:	# of Proposed Lots:	Total Area of Site (Acres):
<b>LOCATION OF PROPERTY BY STREETS</b>		
Site Address/Street:		Between:
<b>CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)</b>		

I certify that the information I have included here and sent in the required notice was complete, true, and accurate to the extent of my knowledge.

<b>Signature:</b> 	<b>Date:</b>
<b>Printed Name:</b>	<input type="checkbox"/> Applicant or <input type="checkbox"/> Agent

## FORM P2: SITE PLAN – DRB

**Please refer to the DRB public meeting schedules for meeting dates and deadlines. Your attendance is required.**

A Single PDF file of the complete application including all 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 to City Staff using other on-line resources such as Dropbox or FTP. PDF *shall be organized* with the Development Review Application and this Form P2 at the front followed by the remaining documents *in the order provided on this form*.

### SKETCH PLAN – DRB

### SITE PLAN – DRB

### MAJOR AMENDMENT TO SITE PLAN – DRB

### EXTENSION OF SITE PLAN – DRB

- \_\_\_ Interpreter Needed for Hearing? \_\_\_ if yes, indicate language: \_\_\_\_\_
- \_\_\_ PDF of application as described above
- \_\_\_ Zone Atlas map with the entire site clearly outlined and labeled
- \_\_\_ Letter of authorization from the property owner if application is submitted by an agent
- \_\_\_ Sites 5 acres or greater: Archaeological Certificate in accordance with IDO Section 14-16-6-5(A) (*not required for Extension*)
- \_\_\_ Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-6(l)(3)
- \_\_\_ Explanation and justification of requested deviations, if any, in accordance with IDO Section 14-16-6-4(P)  
*Note: If requesting more than allowed by deviation, a Variance – ZHE or Variance – DRB will be required, as applicable.*
- \_\_\_ Proof of Pre-Application Meeting with City staff per IDO Section 14-16-6-4(B) (*not required for Extension*)
- \_\_\_ Proof of Neighborhood Meeting per IDO Section 14-16-6-4(C) (*not required for extension*)
  - \_\_\_ Office of Neighborhood Coordination neighborhood meeting inquiry response
  - \_\_\_ Proof of email with read receipt OR Certified Letter offering meeting to applicable associations
  - \_\_\_ Completed neighborhood meeting request form(s)
  - \_\_\_ If a meeting was requested or held, copy of sign-in sheet and meeting notes
- \_\_\_ Sign Posting Agreement
- \_\_\_ Required notices with content per IDO Section 14-16-6-4(K)(1) (*not required for extension*)
  - \_\_\_ Office of Neighborhood Coordination notice inquiry response
  - \_\_\_ Copy of notification letter, completed notification form(s), proof of additional information provided in accordance with IDO Section 6-4(K)(1)(b), and proof of first-class mailing to affected Neighborhood Association representatives.
  - \_\_\_ Proof of emailed notice to affected Neighborhood Association representatives
  - \_\_\_ Buffer map and list of property owners within 100 feet (excluding public rights-of-way) provided by Planning Department or created by applicant, copy of notifying letter, completed notification forms(s), proof of additional information provided in accordance with IDO Section 6-4(K)(1)(b), and proof of first-class mailing
- \_\_\_ Completed Site Plan Checklist
- \_\_\_ Site Plan and related drawings
- \_\_\_ Copy of the original approved Site Plan or Master Development Plan (*for amendments and extensions*)
- \_\_\_ Sensitive Lands Site Analysis for new site design in accordance with IDO Section 5-2(C)
- \_\_\_ Completed Site & Building Design Considerations Form in accordance with IDO Section 5-2(D) for all commercial and multifamily site plans except if the development is industrial or the multifamily is less than 25 units
- \_\_\_ Landfill disclosure statement per IDO Section 14-16-6-4(S)(5)(d)(2.)(d.) if site is within a designated landfill buffer zone
- \_\_\_ Infrastructure List, if required

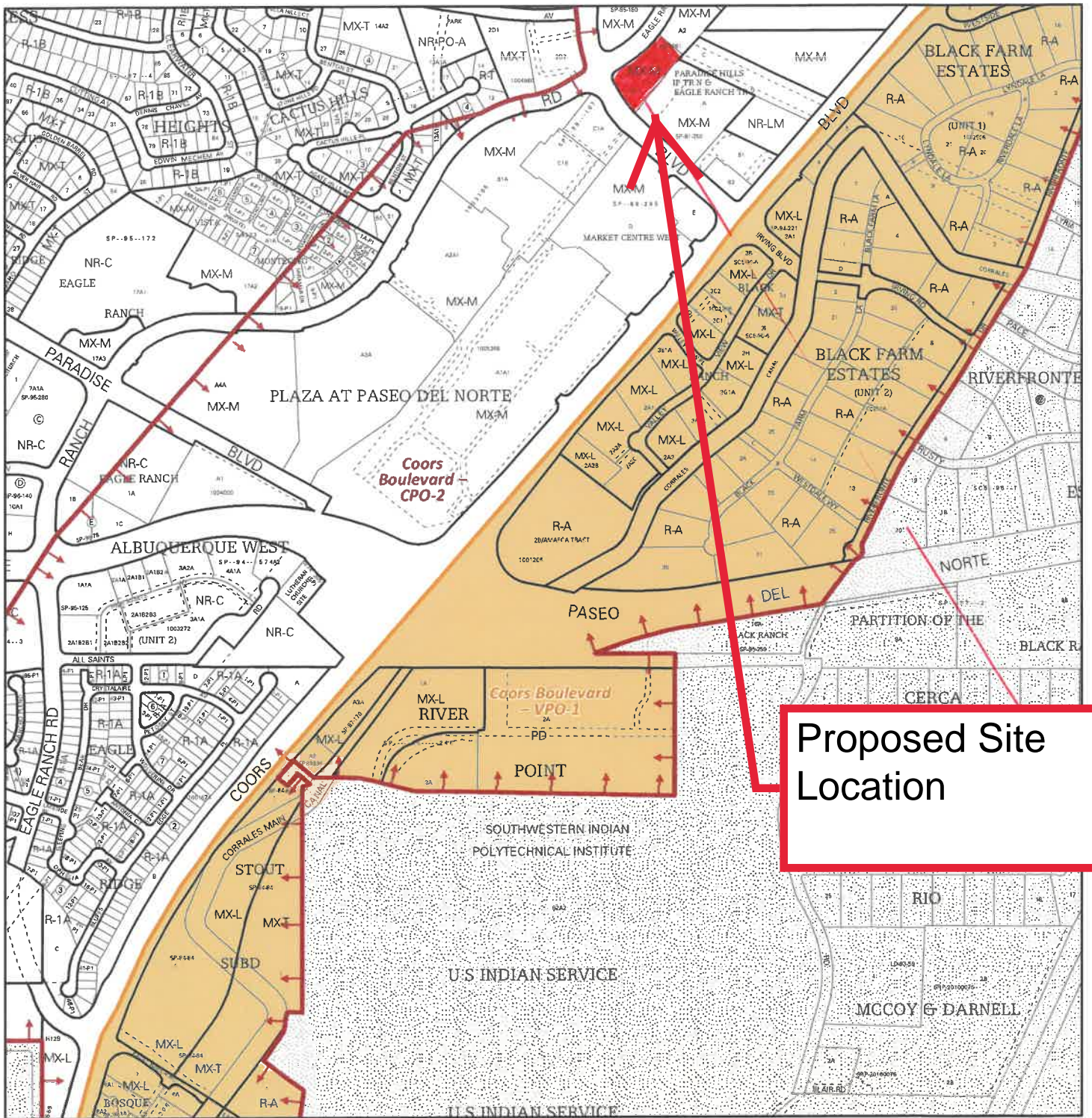
### FINAL SIGN-OFF FOR MASTER DEVELOPMENT PLANS AND SITE PLANS - EPC

**Please refer to the DRB public meeting schedules for meeting dates and deadlines. Your attendance is required.**

A Single PDF file of the complete application including all 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 to City Staff using other on-line resources such as Dropbox or FTP. PDF *shall be organized* with the Development Review Application and this Form P2 at the front followed by the remaining documents *in the order provided on this form*.

- \_\_\_ Interpreter Needed for Hearing? \_\_\_ if yes, indicate language: \_\_\_\_\_
- \_\_\_ PDF of application as described above
- \_\_\_ Zone Atlas map with the entire site clearly outlined and labeled
- \_\_\_ Letter of authorization from the property owner if application is submitted by an agent
- \_\_\_ Solid Waste Department signature on Site Plan
- \_\_\_ Signed Form DRWS Drainage Report, Grading and Drainage Plan, and Water & Sewer Availability Statement filing information
- \_\_\_ Approved Grading and Drainage Plan
- \_\_\_ Copy of Site Plan with Fire Marshal's stamp, i.e. "Fire 1" plan (*not required for Master Development Plans*)
- \_\_\_ Copy of EPC Notice of Decision and letter explaining how each EPC condition has been met
- \_\_\_ Site Plan and related drawings
- \_\_\_ Infrastructure List, if require






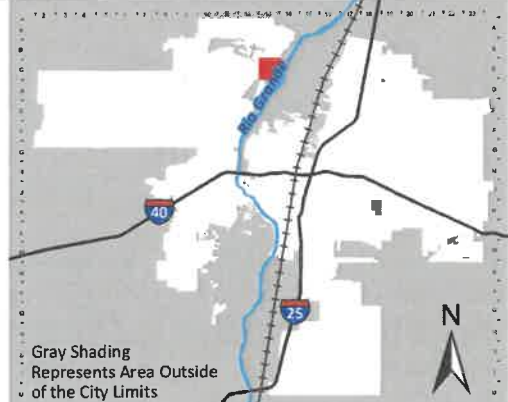
**Proposed Site Location**

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).



Gray Shading Represents Area Outside of the City Limits

Zone Atlas Page:  
**C-13-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

0 250 500 1,000 Feet





**LAND DEVELOPMENT**  
CONSULTANTS, LLC

**Project Narrative**

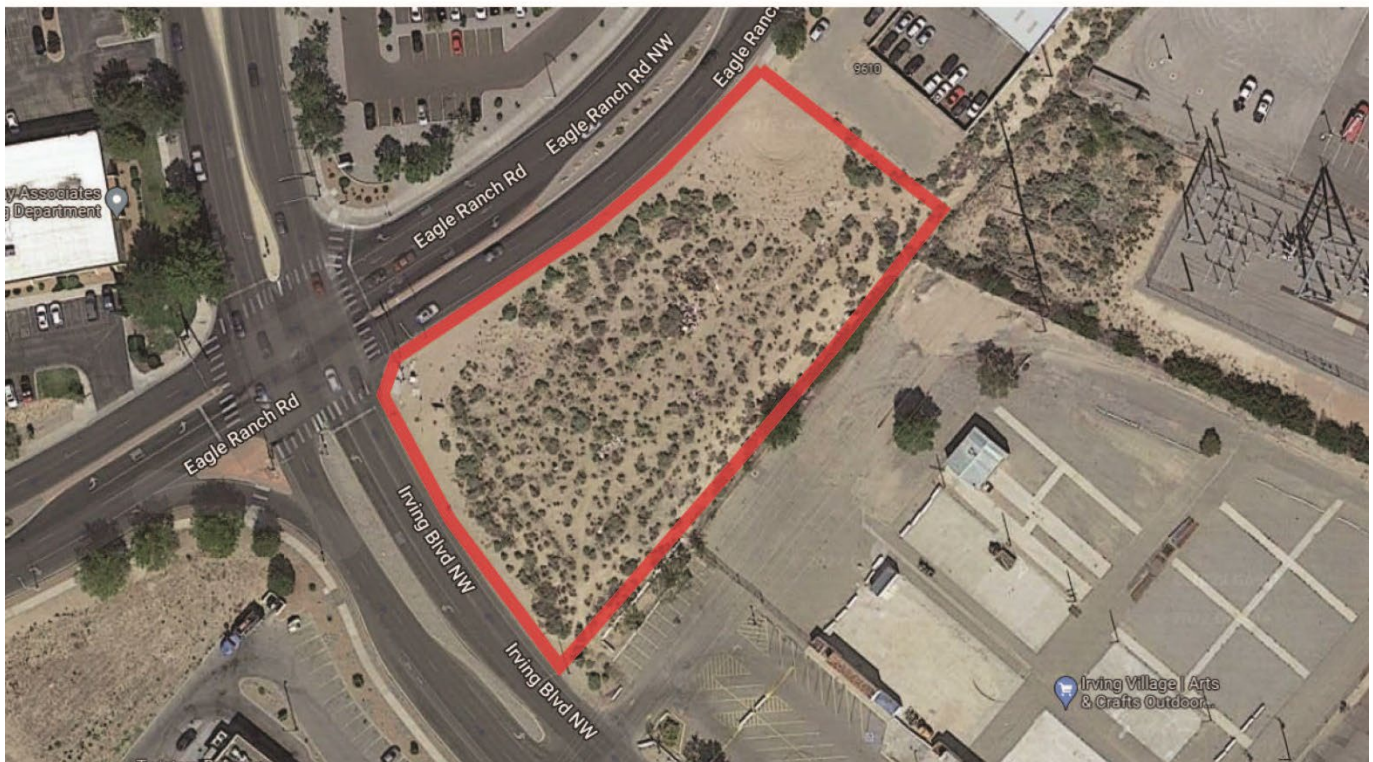
9610 Eagle Ranch Rd NW  
Albuquerque, NM 87114

Circle K Stores Inc. is proposing the development of a 3,700 SF Convenience Store with a double-stack fuel canopy with 6 dispenser and 12 fueling positions. The site is located at 9610 Eagle Ranch Road NW, Albuquerque, NM 87114 (UPC #:101306431450210301), at the eastern corner of Eagle Ranch Rd NW and Irving Blvd. There will be 24 standard parking spots with 2 ADA parking stall. The existing lot is zoned Land Use Commercial.

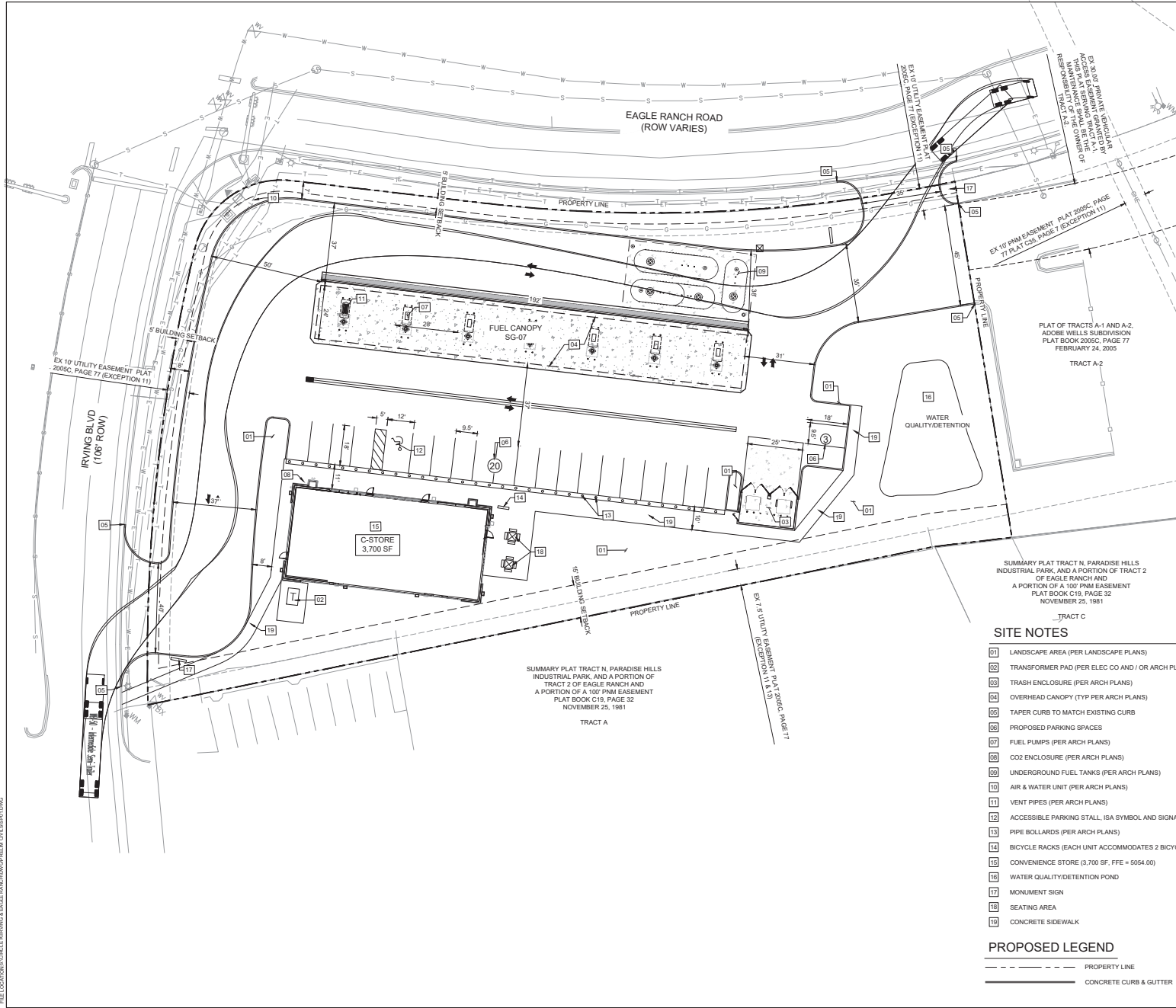
Access to the site is being proposed as follows:

Irving Boulevard – as a right-in/right-out  
Eagle Ranch Road – as a right-in/right-out

The proposed Circle K will operate 24 hours per day. The building will have masonry, stone and Nichiha panel features. The store building will have varying rooflines and architectural “pop outs”



Circle K proposes to start construction on the facility once all permits are in hand and the typical construction timeframe is approximately 180 days from the start of construction.



FILE LOCATIONS: CIRCLE K STORES INC. 9620 EAGLE RANCH RD NW ALBUQUERQUE, NM 87111



**Matrix**  
 Excellence by Design  
 2435 RESEARCH PARKWAY, SUITE  
 300 COLORADO SPRINGS, CO 80903  
 PHONE: (719) 575-0100  
 FAX: (719) 575-0208

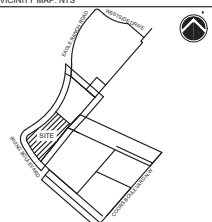
**LAND DEVELOPMENT**  
 CONSULTANTS, LLC  
 950 S. CHERRY STREET, SUITE 512  
 DENVER, CO 80246  
 OWNER/DEVELOPER:

**CIRCLE K**

ROCKY MOUNTAINS DIVISION  
 5500 S QUEBEC STREET, SUITE 100  
 GREENWOOD VILLAGE, CO 80111

SEAL

FOR AND ON BEHALF OF MATRIX DESIGN GROUP, INC.



SUMMARY PLAT TRACT N, PARADISE HILLS INDUSTRIAL PARK, AND A PORTION OF TRACT 2 OF EAGLE RANCH AND A PORTION OF A 100' PNM EASEMENT PLAT BOOK C19, PAGE 32 NOVEMBER 25, 1981

TRACT C

SUMMARY PLAT TRACT N, PARADISE HILLS INDUSTRIAL PARK, AND A PORTION OF TRACT 2 OF EAGLE RANCH AND A PORTION OF A 100' PNM EASEMENT PLAT BOOK C19, PAGE 32 NOVEMBER 25, 1981

TRACT A

**SITE NOTES**

- 01 LANDSCAPE AREA (PER LANDSCAPE PLANS)
- 02 TRANSFORMER PAD (PER ELEC CO AND / OR ARCH PLANS)
- 03 TRASH ENCLOSURE (PER ARCH PLANS)
- 04 OVERHEAD CANOPY (TYP PER ARCH PLANS)
- 05 TAPER CURB TO MATCH EXISTING CURB
- 06 PROPOSED PARKING SPACES
- 07 FUEL PUMPS (PER ARCH PLANS)
- 08 CO2 ENCLOSURE (PER ARCH PLANS)
- 09 UNDERGROUND FUEL TANKS (PER ARCH PLANS)
- 10 AIR & WATER UNIT (PER ARCH PLANS)
- 11 VENT PIPES (PER ARCH PLANS)
- 12 ACCESSIBLE PARKING STALL, ISA SYMBOL AND SIGNAGE (PER ARCH PLANS)
- 13 PIPE BOLLARDS (PER ARCH PLANS)
- 14 BICYCLE RACKS (EACH UNIT ACCOMMODATES 2 BICYCLES) (CYCLE-SAFE "U-RACK" OR APPROVED EQUAL)
- 15 CONVENIENCE STORE (3,700 SF, FFE = 5054.00)
- 16 WATER QUALITY DETENTION POND
- 17 MONUMENT SIGN
- 18 SEATING AREA
- 19 CONCRETE SIDEWALK

**PROPOSED LEGEND**

- PROPERTY LINE
- CONCRETE CURB & GUTTER

PROJECT: CIRCLE K STORES INC.

PRELIMINARY CIVIL  
 9620 EAGLE RANCH ROAD NW  
 ALBUQUERQUE, NM

REVISION HISTORY:

NO.	DATE	DESCRIPTION	BY

DRAWING INFORMATION:  
 PROJECT NO: 21-1007-001  
 DRAWN BY: JAM  
 CHECKED BY: NMS

SHEET TITLE:  
**PRELIMINARY  
 SITE PLAN**

SHEET 1 OF 3  
 SP01

CITY FILE NO.: