

FORM S2: SUBDIVISION OF LAND – MINOR ACTIONS

Please refer to the DRB minor case schedule for meeting dates and deadlines. Bring original Mylar or paper copy of plat with property owner's and City Surveyor's signatures on it to the meeting. Your attendance is required.

SKETCH PLAT REVIEW AND COMMENT

- Interpreter Needed for Hearing? NO if yes, indicate language: _____
- A Single PDF file of the complete application including all documents being submitted must be emailed to PLNDRS@caba.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
 - Letter describing, explaining, and justifying the request
 - Scale drawing of the proposed subdivision plat
 - Site sketch with measurements showing structures, parking, building setbacks, adjacent rights-of-way, and street improvements, if there is any existing land use

MAJOR SUBDIVISION FINAL PLAT APPROVAL

- Interpreter Needed for Hearing? _____ if yes, indicate language: _____
- A Single PDF file of the complete application including all documents being submitted must be emailed to PLNDRS@caba.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
 - Proposed Final Plat
 - Design elevations & cross sections of perimeter walls
 - Copy of recorded IIA
 - Landfill disclosure and EHD signature line on the plat if property is within a landfill buffer
 - DXF file and hard copy of final plat data for AGIS submitted and approved

SUBDIVISION OF LAND – MINOR (PRELIMINARY/FINAL PLAT APPROVAL)

- Interpreter Needed for Hearing? _____ if yes, indicate language: _____
- A Single PDF file of the complete application including all documents being submitted must be emailed to PLNDRS@caba.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
 - Letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-6(K)
 - Sites 5 acres or greater: Archaeological Certificate in accordance with IDO Section 14-16-6-5(A)
 - Proposed Preliminary / Final Plat with property owner's and City Surveyor's signatures on the plat prior to submittal.
 - 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
 - Sidewalk Exhibit and/or cross sections of proposed streets
 - Signed Form DRWS Drainage Report Grading and Drainage Plan, and Water & Sewer Availability submittal information
 - Proposed Infrastructure List, if applicable
 - Required notice with content per IDO Section 14-16-6-4(K)
 - Office of Neighborhood Coordination inquiry response and proof of emailed notice to applicable Neighborhood Association representatives, copy of notification letter, completed notification form(s), and proof of additional information provided in accordance with IDO Section 6-4(K)(1)(b)
 - Sensitive Lands Site Analysis for new subdivisions of land in accordance with IDO Section 5-2(C)
 - Landfill disclosure and Environmental Health Department signature line on the plat if property is within a landfill buffer
 - DXF file and hard copy of final plat data for AGIS submitted and approved

Note: Any application that requires major public infrastructure must be processed as a Subdivision of Land - Major. See Form S1.

MINOR AMENDMENT TO PRELIMINARY PLAT / INFRASTRUCTURE LIST

- Interpreter Needed for Hearing? _____ if yes, indicate language: _____
- A Single PDF file of the complete application including all documents being submitted must be emailed to PLNDRS@caba.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
 - Letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-4(X)(2)
 - Proposed Amended Preliminary Plat, Infrastructure List, and/or Grading Plan
 - Original Preliminary Plat, Infrastructure List, and/or Grading Plan
 - Infrastructure List, if applicable

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 or hearing, if required, or otherwise processed until it is complete.</i></p>	
Signature:	Date: <u>2/4/22</u>
Printed Name: <u>JUAN URRIOSTE</u>	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent
FOR OFFICIAL USE ONLY	
Project Number: _____	Case Numbers: _____
_____	_____
_____	_____
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 P2A)	<input type="checkbox"/> Extension of IIA: Temp. Def. of SW (Form V2)
<input type="checkbox"/> Major – Preliminary Plat (Form S1)	<input type="checkbox"/> Amendment to Site Plan (Form P2)	<input type="checkbox"/> Vacation of Public Right-of-way (Form V)
<input type="checkbox"/> Major – Bulk Land Plat (Form S1)	MISCELLANEOUS APPLICATIONS	<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 S1)	<input type="checkbox"/> Vacation of Private Easement(s) (Form V)
<input type="checkbox"/> Minor Amendment - Preliminary Plat (Form S2)	<input type="checkbox"/> Minor Amendment to Infrastructure List (Form S2)	PRE-APPLICATIONS
<input type="checkbox"/> Minor - Final Plat (Form S2)	<input type="checkbox"/> Temporary Deferral of SW (Form V2)	<input checked="" type="checkbox"/> Sketch Plat Review and Comment (Form S2)
<input type="checkbox"/> Minor – Preliminary/Final Plat (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 REQUESTING A VACATION OF A (25' PUBLIC DRAINAGE EASEMENT) A MAJOR STORM DRAIN WAS PUT IN BACK IN 2016 TO IMPROVE THE DRAINAGE. LOTS 5 & 6 WERE VACATED DUE TO THE STORM DRAIN. THE ONLY VACANT LOTS ARE (3, 5, 6). ASKING THAT LOT 3 BE VACATED SINCE THE OTHER 2 LOTS WERE ALREADY VACATED.

APPLICATION INFORMATION		
Applicant: MICHAEL & EMILY SISNEROS SISNEROS	Phone:	
Address: 8315 PETOSKY NW	Email:	
City: ABQ	State: NM	Zip: 87120
Professional/Agent (if any): DOTTRE CUSTOM HOMES (JUAN URIOSTE)	Phone: 505-385-8818	
Address: PO BOX 65415	Email: JSURIOSTE@GMAIL.COM	
City: ABQ	State: NM	Zip: 87193
Proprietary Interest in Site: BUILDER- CONTRACTOR	List all owners:	

SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)		
Lot or Tract No.: LOT #3	Block: 12	Unit: 5
Subdivision/Addition: VOLCANO CLIFFS SUBD	MRGCD Map No.:	UPC Code: 101006205648620713
Zone Atlas Page(s):	Existing Zoning:	Proposed Zoning:
# of Existing Lots:	# of Proposed Lots:	Total Area of Site (Acres): .34 AC

LOCATION OF PROPERTY BY STREETS		
Site Address/Street: 6508 JADE DR	Between: MOLTON ROCK	and: UNSER

CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)
 LOT 6A & 5A VACATED BY 16 PRB

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.

Signature:	Date: 2/4/22
Printed Name: JUAN URIOSTE	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent

FOR OFFICIAL USE ONLY					
Case Numbers	Action	Fees	Case Numbers	Action	Fees
Meeting Date:			Fee Total:		
Staff Signature:	Date:	Project #			