

**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](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 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(l)
- 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: 3-1-2022
Printed Name: Holly Arroyo	<input checked="" type="checkbox"/> Applicant or <input type="checkbox"/> Agent
<b>FOR OFFICIAL USE ONLY</b>	
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.

<b>SUBDIVISIONS</b>		<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 type="checkbox"/> Minor – Preliminary/Final Plat (Form S2)	<b>MISCELLANEOUS APPLICATIONS</b>		<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)	<b>PRE-APPLICATIONS</b>	
<input type="checkbox"/> Extension of Preliminary Plat (Form S1)	<input type="checkbox"/> Temporary Deferral of S/W (Form V2)	<input checked="" type="checkbox"/> Sketch Plat Review and Comment (Form S2)	
	<input type="checkbox"/> Sidewalk Waiver (Form V2)		
<b>SITE PLANS</b>		<input type="checkbox"/> Waiver to IDO (Form V2)	<b>APPEAL</b>
<input type="checkbox"/> DRB Site Plan (Form P2)	<input type="checkbox"/> Waiver to DPM (Form V2)	<input type="checkbox"/> Decision of DRB (Form A)	
<b>BRIEF DESCRIPTION OF REQUEST</b>			
Move lot line so that it does not clip existing EAST residence, center the lot line between the two buildings. Requesting different address for one residence, WEST LOT – request a variance of 5' of the 10' side yard setback of the west side yard to allow for new garage, request a variance of 5' of the 25' rear yard set back to accommodate existing conditions, request a .3' variance to the front yard set back to accommodate existing conditions. EAST LOT – requesting a variance of 15' of the 25' rear yard setback to accommodate existing conditions			

<b>APPLICATION INFORMATION</b>			
Applicant: Holly Arroyo		Phone: 505-804-7939	
Address: PO Box 93476		Email: Harroyo@Q.com	
City: Albuquerque	State: NM	Zip: 87199	
Professional/Agent (if any):		Phone: 505-804-7939	
Address:		Email:	
City:	State:	Zip:	
Proprietary Interest in Site: Buyer		List all owners: CHAVEZ JOSEPHINE	
<b>SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)</b>			
Lot or Tract No.: * 017 LAND OF RAYMOND ORTIZ, * 016 LAND OF RAYMOND ORTIZ		Block:	Unit:
Subdivision/Addition:		MRGCD Map No.:	UPC Code: 1 013 061 382 155 40949 1 013 061 388 153 40948
Zone Atlas Page(s): F 13	Existing Zoning: R A	Proposed Zoning no change	
# of Existing Lots: Two	# of Proposed Lots: Two	Total Area of Site (Acres): West lot: 0.19 - 0.1493 East lot: 0.1669 - 0.13	
<b>LOCATION OF PROPERTY BY STREETS</b>			
Site Address/Street: 1825 Patrick Place NW		Between: Guadalupe Trail	and: Rio Grande
<b>CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)</b>			

Signature:		Date: 3-1-2022	
Printed Name: Holly Arroyo		<input checked="" type="checkbox"/> Applicant or <input type="checkbox"/> Agent	
<b>FOR OFFICIAL USE ONLY</b>			
Case Numbers	Action	Fees	Case Numbers
			Action
			Fees



Effective 4/1/2019

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



March 1, 2022

RE: 1825 Patrick Place NW (two residences)

UPCs **1 013 061 382 155 40949** and **1 013 061 388 153 40948**

**Existing conditions;**

Both existing residences have the same address and different UPC numbers. The existing dividing lot line crosses the existing east residence. The existing residences impede the setbacks as detailed below. This is true of almost every home on Patrick Place NW.

**Requesting;**

1. Requesting different address for one residence.
2. Center the existing dividing lot line between the two residences.

**Variance Requests;**

**WEST LOT (Lot 17)**

1. Requesting a variance of 5' of the 10' side yard setback of the west side yard to allow for new garage (marked on proposed plat)
2. Requesting a variance of 5' of the 25' rear yard set back to accommodate existing conditions
3. Requesting a .3" variance to the front yard set back to accommodate existing conditions.

**EAST LOT (Lot 16)**

4. Requesting a variance of 15' of the 25' rear yard setback to accommodate existing conditions

**Emergency Vehicle Access – Existing Conditions**

The road (Patrick Place) ends at 1825 Patrick Place NW. This is not a two lane road. There is a fire hydrant at the end of the road, just west of the west lot. There is no turn around available and it appears that Patrick Place was intended to continue through to Griegos which it currently does not.

Patrick Place has several houses on both sides ending at 1825 Patrick Place NW. On the north side of Patrick Place NW is 30' wide county road Telesfor Sanchez which has a turn around at it's end.

From Griegos there is not an adequate radius to allow a large full size fire truck to turn onto Patrick or to turn from Patrick (also a single lane road) onto Patrick Place. We have had several large delivery trucks make it onto Patrick and then onto Telesfor Sanchez but they are smaller than a full size fire truck.

In an emergency the access for a full size fire truck would have to be from the county road (Telesfor Sanchez) that borders the back side of 1825 Patrick Place NW. This is true for the entire street.

Due to the existing conditions and constraints we are requesting an exception requiring the fire truck turn around.

B-120

B-120

46802

Description of Tract 55

A certain tract of land situate in Section 31, T 11 N, R 3 E, N.M.P.M., said tract is commonly known as Tract 55 as shown on the M.R.G.C.D. Property Map No. 31 and is more particularly described as follows:

Beginning at the Southeast corner from whence the Southeast corner of Section 31, T 11 N, R 3 E, N.M.P.M. bears S 28°-55' E, a distance of 1491.0 feet and running

- thence N 76°-20'W, 593.28 feet to a point;
- thence N 75°-36'W, 254.08 feet to the SW corner;
- thence N 13°-40'E, 120.75 feet to the NW corner;
- thence S 76°-20'E, 850.59 feet to the NE corner;
- thence S 15°-10'W, 124.05 feet returning to the Southeast corner and place of beginning containing 2.407 acres more or less.

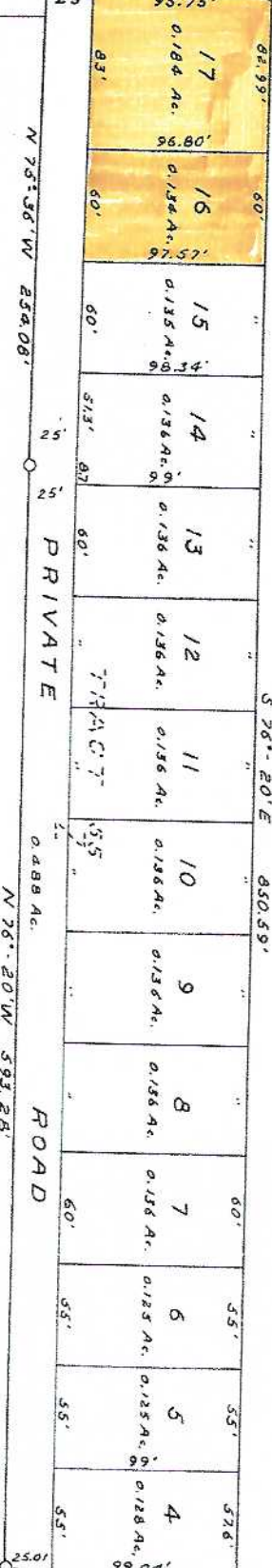
Description of Tract 54-b-2

A certain tract of land situate in Section 31, T 11 N, R 3 E, N.M.P.M., said tract is commonly known as Tract 54-b-2 as shown on the M.R.G.C.D. Property Map No. 31 and is more particularly described as follows:

Beginning at the Southwest corner from whence the Southeast corner of Section 31, T 11 N, R 3 E, N.M.P.M. bears S 33°-50' E, a distance of 1349.5 feet and running

- thence N 10°-23'E, 177.6 feet to the NW corner;
- thence S 76°-57'E, 45.0 feet to the NE corner;
- thence S 10°-22'W, 174.8 feet to the SE corner;
- thence N 80°-51'W, 45.0 feet returning to the Southwest corner and place of beginning containing 0.182 acres more or less.

TRACT 72-b  
N 13° 40' E, 120.75'

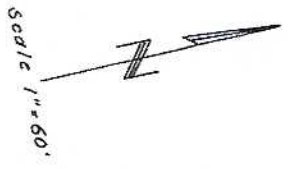


State of New Mexico  
County of Bernalillo  
This instrument was filed for record on

OCT 28 1948

At o'clock p.m. Recorded in Vol. \_\_\_\_\_  
of records of said County Felix \_\_\_\_\_  
Clerk & Recorder  
Deputy Clerk

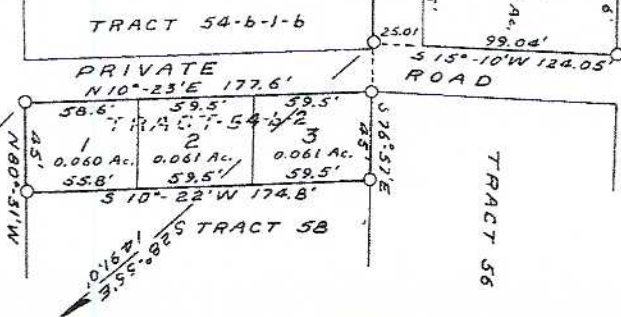
PLAT OF  
LAND OF RAYMOND ORTIZ  
Comprising Tracts 55 & 54-b-2, MRGCD Map No. 31  
Bernalillo County  
New Mexico  
Sur-Plat by L.W. Hitchcock  
October 1948



GRIEGOS

R.D.

Ties are to the SE cor  
Sec. 31, T 11 N, R 3 E, N.M.P.M.  
as shown on the Bernalillo  
Co. Sur. Sheet No. 19.



B-120

B-120



DATE:  
3-7-17  
SCALE:  
1" = 30'  
CREW:  
IL/AA  
DRAWN BY:  
JTP  
JOB NO.:  
170339

**CARTESIAN  
SURVEYS INC.**  
P.O. BOX 44414 RIO RANCHO, N.M. 87174  
Phone (505) 896-3050 Fax (505) 891-0244

**BOUNDARY SURVEY  
LOT 17 AND WLY PORTION OF LOT 16  
LANDS OF RAYMOND ORTIZ  
CITY OF ALBUQUERQUE  
BERNALILLO COUNTY, NEW MEXICO**

- NOTE:**
1. BASED UPON SCALING, THIS PROPERTY LIES WITHIN FLOOD ZONE X WHICH IS DEFINED AS AREAS OF 0.2% ANNUAL CHANCE; AREA OF 1% ANNUAL CHANCE FLOOD WITH AVERAGE DEPTHS OF LESS THAN 1 FOOT OR WITH DRAINAGE AREAS LESS THAN 1 SQUARE MILE; AND AREAS PROTECTED BY LEVEES FROM 1% ANNUAL CHANGE FLOOD. AS DETERMINED BY F.E.M.A. AND SHOWN ON FLOOD INSURANCE RATE MAP DATE SEPTEMBER 26, 2008, MAP NO. 35001C0118G.
  2. THIS LOT IS LOCATED IN SECTION 31, TOWNSHIP 11 NORTH, RANGE 3 EAST, N.M.P.M., AS PROJECTED INTO LAND GRANT ELENA GALLEGOS.
  3. FIELD SURVEY WAS PERFORMED IN FEBRUARY 2017.
  4. BASIS OF BEARINGS REFERENCES NEW MEXICO STATE PLANE COORDINATES NAD-83-CENTRAL ZONE.
  5. UPC# W'LY PORTION OF LOT 16 JOSEPHINE CHAVEZ 101306138815340948  
UPC# LOT 17 JOSEPHINE CHAVEZ 101306138215540949
  6. IT APPEARS THAT LOT 16 WAS NOT SUBDIVIDED THROUGH THE CITY OF ALBUQUERQUE DEVELOPMENT PROCESS PROCEDURES AND MAY NOT BE CONSIDERED A LEGAL SUBDIVISION.

SEE SHEET 2 FOR DRAWING

LEGAL DESCRIPTION

LOT NUMBERED SIXTEEN (16), BLOCK NUMBERED SEVENTEEN (17), EXCEPTING THE EAST 14 FEET OF SAID LOT 16, PLAT OF LAND OF RAYMOND ORTIZ, A SUBDIVISION OF A TRACT OF LAND IN SECTION 31, TOWNSHIP 11 NORTH, RANGE 3 EAST, N.M.P.M., AS THE SAME IS SHOWN AND DESIGNATED ON THE PLAT AND DEDICATION THEREOF, FILED IN THE OFFICE OF THE COUNTY CLERK OF BERNALILLO COUNTY, NEW MEXICO, ON OCTOBER 28, 1948.

DOCUMENTS

1. TITLE COMMITMENT PROVIDED BY FIDELITY NATIONAL TITLE, HAVING FILE NO. SP000013023 AND AN EFFECTIVE DATE OF DECEMBER 29, 2016.
2. PLAT OF RECORD FILED IN THE BERNALILLO COUNTY CLERK'S OFFICE ON OCTOBER 28, 1948 IN BOOK B, PAGE 120.
3. QUITCLAIM DEED FOR THE EAST 14 FEET OF LOT 16 TO TELESFOR SANCHEZ AND MARIA SANCHEZ. (DOC. 82 26991 5/21/1982, BK 163-A PG. 195).
4. QUITCLAIM DEED TO CHAVEZ (DOC 82-26990).

Apparent Encroachments

A FENCE INTO ADJOINER PROPERTY BY AS MUCH AS 8.08 FEET.

SURVEYOR'S CERTIFICATE

I, WILL PLOTNER JR., NEW MEXICO PROFESSIONAL SURVEYOR NO. 14271, DO HEREBY CERTIFY THAT THIS BOUNDARY SURVEY PLAT AND THE ACTUAL SURVEY ON THE GROUND UPON WHICH IT IS BASED WERE PERFORMED BY ME OR UNDER MY DIRECT SUPERVISION; THAT I AM RESPONSIBLE FOR THIS SURVEY; THAT THIS SURVEY MEETS THE MINIMUM STANDARDS FOR SURVEYING IN NEW MEXICO; AND THAT IT IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. I FURTHER CERTIFY THAT THIS SURVEY IS NOT A LAND DIVISION OR SUBDIVISION AS DEFINED IN THE NEW MEXICO SUBDIVISION ACT AND THAT THIS INSTRUMENT IS A BOUNDARY SURVEY PLAT OF AN EXISTING TRACT OR TRACTS.



*Will Plotner Jr* 3/8/17  
WILL W. PLOTNER, JR.  
N.M.R.P.S. No. 14271

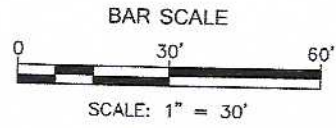
DATE:  
3-7-17  
SCALE:  
1"=30'  
CREW:  
IL/AA  
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**BOUNDARY SURVEY  
LOT 17 AND W'LY PORTION OF LOT 16  
LAND OF RAYMOND ORTIZ  
CITY OF ALBUQUERQUE  
BERNALILLO COUNTY, NEW MEXICO**

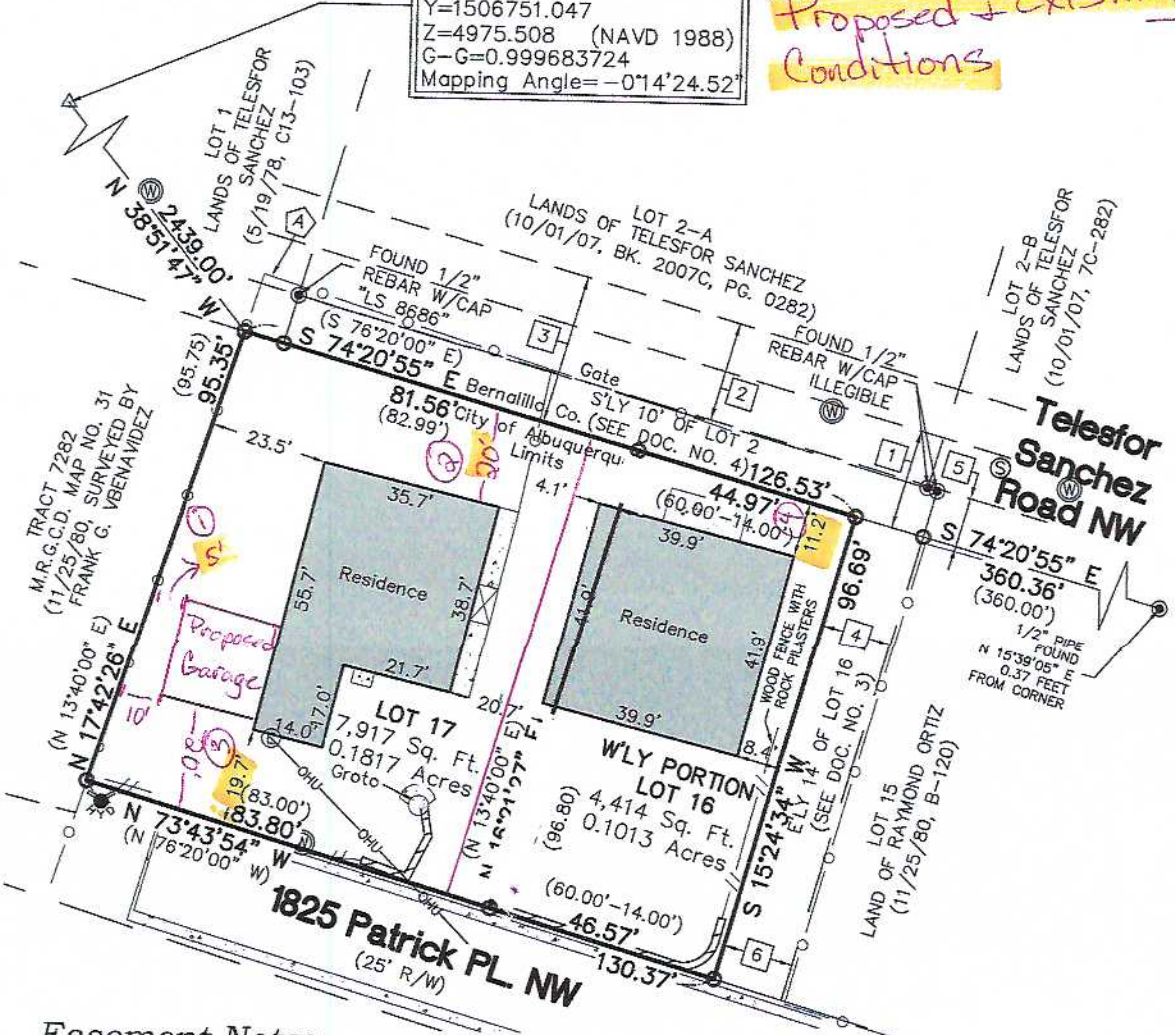
**LEGEND**

- |                 |   |     |              |
|-----------------|---|-----|--------------|
| N 90°00'00" E   | MEASURED BEARINGS AND DISTANCES                     | ⊙   | WATER METER  |
| (N 90°00'00" E) | RECORD BEARINGS AND DISTANCES (FILING INFO)         | ⊕   | FIRE HYDRANT |
| ⊙               | FOUND MONUMENT AS INDICATED                         | ⊙   | MANHOLE      |
| ○               | SET BATHEY MARKER "LS 14271" UNLESS OTHERWISE NOTED | -/- | WOOD FENCE   |
| ⊠               | COVERED AREA  |     |              |
| ▭               | CONCRETE  |     |              |
| ▨               | ROCK WALL   |     |              |
| -○-             | CHAINLINK FENCE                                     |     |              |
| -OHU-           | OVERHEAD UTILITY LINE                               |     |              |
| ⊕               | ELECTRIC METER                                      |     |              |
| ⊙               | GAS METER   |     |              |



ACS Monument "14-F13"  
NAD 1983 CENTRAL ZONE  
X=1515687.389  
Y=1506751.047  
Z=4975.508 (NAVD 1988)  
G-G=0.999683724  
Mapping Angle=-0°14'24.52"

*Proposed + Existing  
Conditions*



**Easement Notes**

- 1 EXISTING 20' PRIVATE ACCESS EASEMENT (5/19/78, C13-103) WITH ROADWAY MAINTENANCE AGREEMENT BETWEEN THE OWNERS OF LOTS 1, 2, 3 AND 4, TELESFOR SANCHEZ (3/22/2004, A74-7406) ALSO 20' ACCESS, PUBLIC WATER AND SEWER EASEMENT (6/6/2005, A97-9709) AND (2/2/2005, A91-6027)
- 2 EXISTING 20' PUBLIC WATER & SEWER EASEMENT (10/01/07, 2007C-282)
- 3 EXISTING PRIVATE ACCESS (5/19/78, C13-103) AND (10/1/2007, 2007C-282)
- 4 EXISTING 14' PRIVATE UTILITY EASEMENT (5/12/95, BK. 95-11, PG. 6239)
- 5 EXISTING 10' GAS EASEMENT (4/27/82, BK. MISC. 926, PG. 133)
- 6 EXISTING 14' PRIVATE ROADWAY AND ACCESS EASEMENT (5/21/82, BK. 163-A, PG. 195)







Lot 17 -  
WEST IOT

Lot 16 -  
EAST IOT

Patrick Pl.

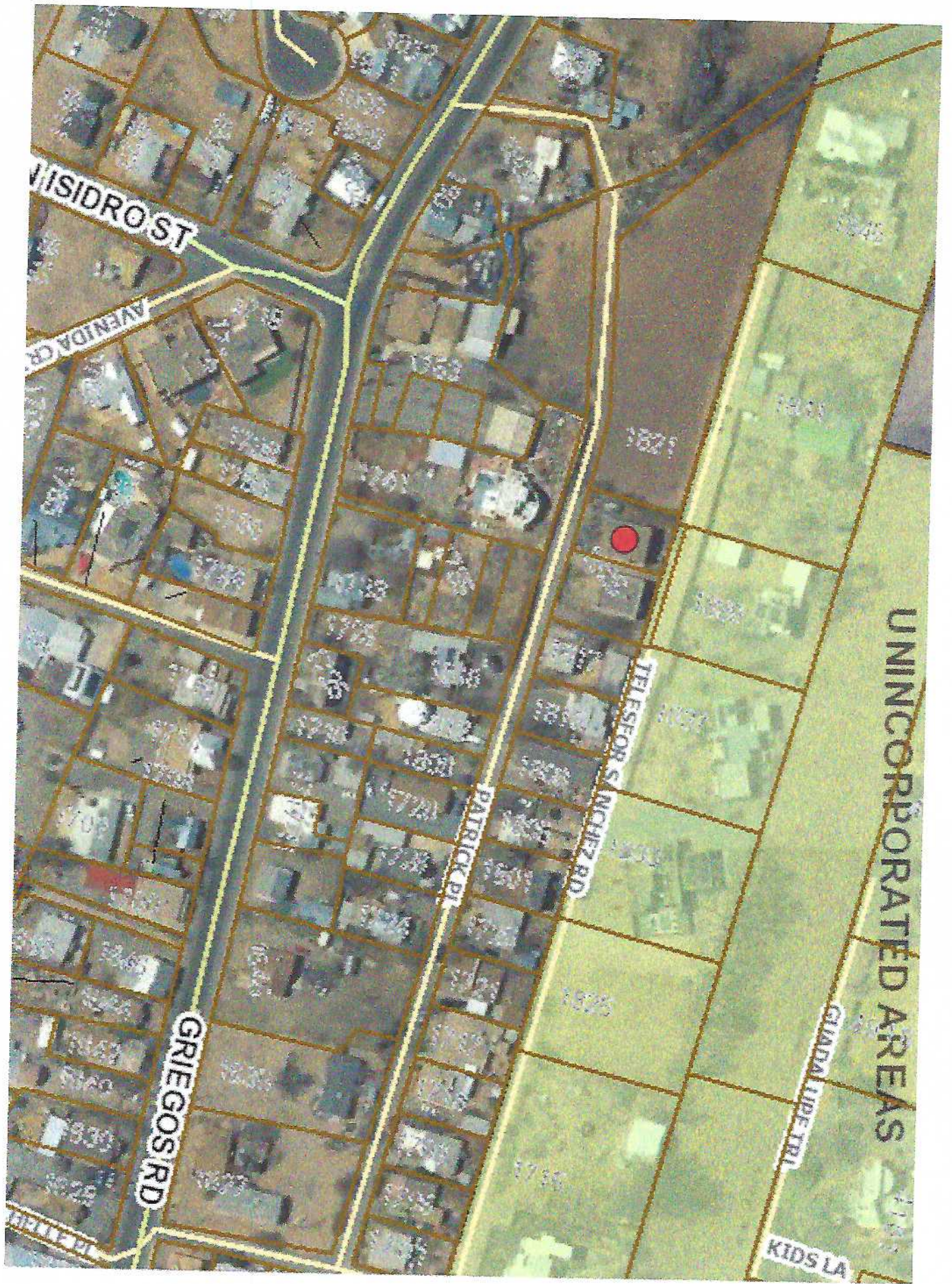
Telesfor Sanchez

14' wide Private Easement



2D





VISIDRO ST

AVENIDA CR

GRIEGOS RD

PATRICIA PL

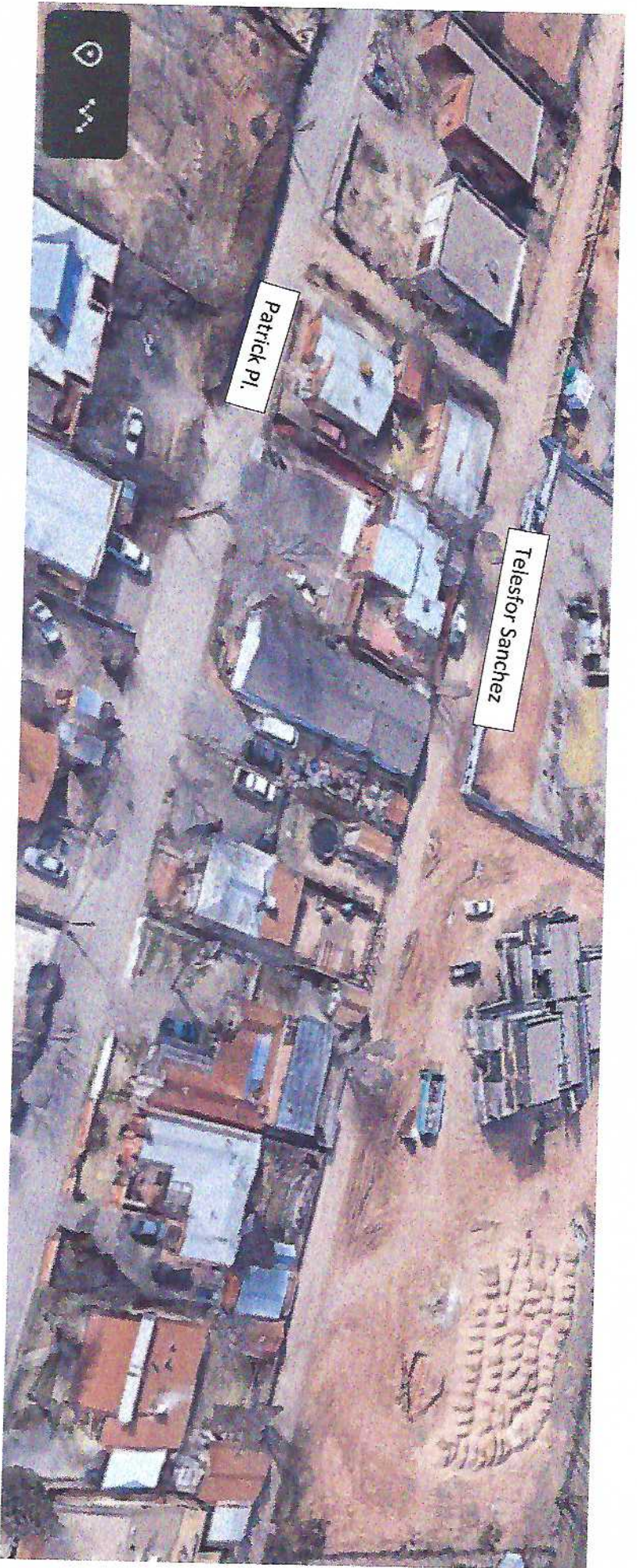
TELESFOR SANCHEZ RD

UNINCORPORATED AREAS

CIUDAD IMPERIAL

KIDS LA





NOTE: All homes on Patrick Place NW currently extend into the 25' rear yard set back.