



Effective 3/01/2022

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) (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)	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 (Forms S & S2)	<input type="checkbox"/> Minor Amendment to Infrastructure List (Form S2)	PRE-APPLICATIONS
<input type="checkbox"/> Minor - Final Plat (Forms S & S2)	<input type="checkbox"/> Temporary Deferral of S/W (Form V2)	<input checked="" 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 type="checkbox"/> Sketch Plan Review and Comment (Form P2)
SITE PLANS	<input type="checkbox"/> Waiver to IDO (Form V2)	APPEAL
<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)
BRIEF DESCRIPTION OF REQUEST		
Site plan for a 50,000 square foot Sports Complex that will offer gymnastics, volleyball, and basketball.		

APPLICATION INFORMATION		
Applicant/Owner: Lisa Gravelle/Keith Greigo		Phone: 505.239.4113
Address: 4487 Irving Blvd NW		Email: gforce@gforcegymnastics.com
City: Albuquerque	State: NM	Zip: 87114
Professional/Agent (if any):		Phone:
Address:		Email:
City:	State:	Zip:
Proprietary Interest in Site:		List <u>all</u> owners:
SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)		
Lot or Tract No.: 492	Block:	Unit: 7
Subdivision/Addition:	MRGCD Map No.:	UPC Code:
Zone Atlas Page(s): M-09-Z	Existing Zoning: MXL	Proposed Zoning:
# of Existing Lots: 1	# of Proposed Lots:	Total Area of Site (Acres): 4.89
LOCATION OF PROPERTY BY STREETS		
Site Address/Street: 9999 Sage	Between: Unser	and: 98th
CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)		

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: July 12, 2022
Printed Name: Lisa Gravelle	<input checked="" 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 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 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 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

FORM S2: SUBDIVISION OF LAND – MINOR ACTIONS

Please refer to the DRB minor case schedule for meeting dates and deadlines. Your attendance is required.

SKETCH PLAT REVIEW AND COMMENT

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@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 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@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 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
- Landfill disclosure and EHD signature line on the plat if property is within a landfill buffer

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@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 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)
- 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
- 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

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@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 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.

G-Force Gymnastics Academy, LLC

4487 Irving Blvd NW
Albuquerque, NM 87114
505.898.7334
gforce@gforcegymnastics.com

Jul 13, 2022

We are submitting this package for a Pre-Application to the DRB for a Sketch Plat Review and Comment. We are requesting to be on the agenda for the July 27th DRB meeting for the purpose of comments in order for us to move forward with the DRB process. We have included form S2 at the recommendation of a planner in addition to form P2 which we believe is the correct form. We are requesting review and comments for the 4.95 acre vacant lot on the SE corner of Sage and 86th.

The land referenced above is currently under contract for purchase by G2 Enterprises, LLC to be owned by Keith Griego and Lisa Gravelle.

We had a PRT Meeting on April 19, 2022 (22-090) and have attached the notes from that meeting. We received information from the Transportation Development and Hydrology departments in our PRT and will follow according to the IDO. All required emailed and posted Public Notices and Requests for Neighborhood Meeting per IDO Section 14-6-6-4(C) were completed with EPC during our Zone Map Amendment. A Sign Posting Agreement was also completed on 5.5.22. A full EPC package available upon request.

On June 16, 2022, the Environmental Planning Commission (EPC) voted to APPROVE Project # PR-2022-006968/RZ-2022-00018, Zoning Map Amendment (Zone Change), a change from PD to MX-L for the use of a multi-sport complex on this 4.95 acre lot.

We are currently in the process of obtaining a new ALTA and topo survey (to be completed by Gary Gristko). A Traffic Scoping Form was completed (DRB # 1009636) and a traffic scoping study will be completed (Lee Engineering, Jonathon Kruse). Our civil engineer (Scott McGee) will be completing a grading and drainage plan, site utility plan, and a solid waste plan. A Fire1 Plan is also being developed, however we are waiting for our Alta/Topo survey in order to finalize. We have spoken to the Albuquerque Water Authority and they do not believe that there will be any further infrastructure required and we can tap into the existing utilities onsite. All roadways, driveways and sidewalks are shown in the attached EPC-0 plan and are in accordance with the IDO. As shown in the EPC-1 Site Plan, you can see that we have 203 parking spaces, which is over the required 166 spaces by almost 20%. Our architect and landscape architect will be ensuring that we have all of the required landscaping buffers as required by the IDO.

We are currently working on financing through Joe Sierra with Century Bank.

The proposed project is new construction of a 50,000 square foot multi-sport complex that would be the home to athletes in the 87121 zip code and surrounding areas. The 87121 zip code is the home of around 28,002 kids under the age of 18. There are currently not a lot of athletics offered in this zip code: 0 gymnastics schools, 4 karate schools, 3 dance schools, 1 indoor soccer field, and several community centers - some that have basketball/volleyball courts. This complex would be a state of the art sports facility that would teach both recreational and competitive sports. Within the complex there will be 16,000 square feet of gymnastics facility as well as over 25,000 square feet of gym space, complete with 3 basketball courts, 6 volleyball courts, and

6,000 square feet of strength and conditioning space. This will be the home of a competitive USA Gymnastics club team as well as AAU basketball and volleyball leagues. There are also plans to include other sports within the complex. This facility will employ over 30 professionals, including coaches and trainers. Keith and Lisa are committed to providing a safe, positive environment to encourage young athletes to grow and develop both within their sport, and within their character who can provide a positive influence in their community.

Respectfully,

Lisa Gravelle

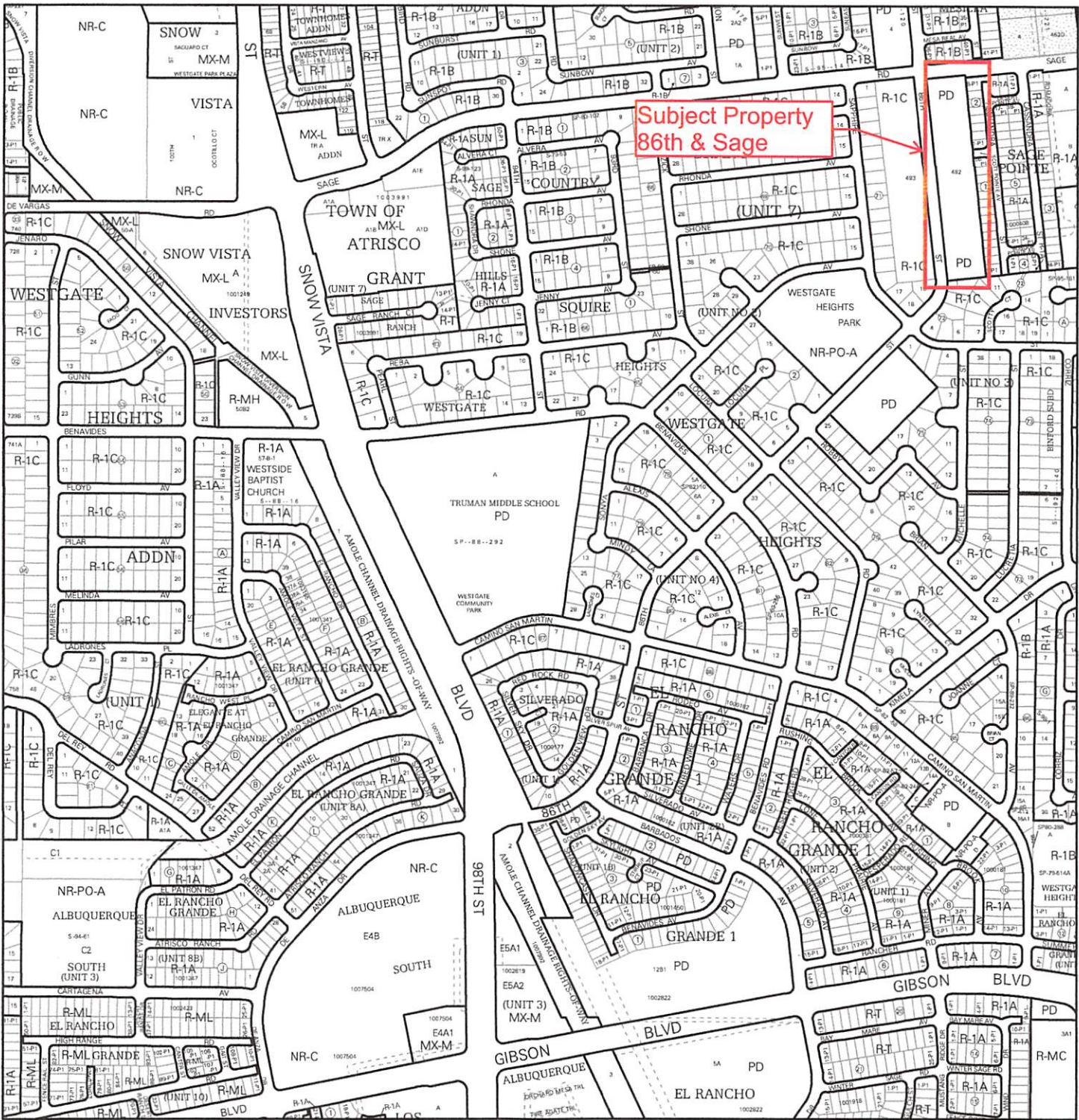
505.239.4113

G2@gforcegymnastics.com

Keith Griego

505.681.7812

kidzacademystaff@gmail.com



**Subject Property
86th & Sage**

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:
M-09-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

Feet
0 250 500 1,000

PRE-APPLICATION MEETING NOTES

PA#: 22-90 Notes Provided (date): 4-19-22

Site Address and/or Location: Sage & 86th street 87121 TR 492 UNIT 7 ATRISCO GRANT

Pre-application notes are for informational purposes only and are non-binding. They do not constitute an approval of any kind. Additional research may be necessary to determine the exact type of process and/or application required. Factors unknown and/or thought of as minor at this time could become significant as a case progresses.

Request Zone change PR to MX-T for a Proposed gymnasium

Basic Site Information

Current Use(s): cavant Size (acreage): approx 4.93 acres

Zoning: PD Overlay Zone(s): NA

Comprehensive Plan Designations

Corridor(s): within 660' of Arenal/86th/benavides MT

Development Area: Consistency

Near Major Public Open Space (MPOS)?: NA

Center: NA

Integrated Development Ordinance (IDO)

Please refer to the IDO for requirements regarding dimensional standards, parking, landscaping, walls, signage, etc. <https://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance>

Proposed Use(s): Gymnasium (Basketball, Volleyball, gymnastics gymnasium)

Use Specific Standards: 4-3(D)(9) Health Club or Gym

Applicable Definition(s):

Health Club or Gym

A non-medical service establishment intended to maintain or improve the physical condition of persons that contains exercise and game equipment and facilities, steam baths and saunas, or similar equipment and facilities.

Sensitive Lands: *Please see IDO Section 14-16-5-2 for information about required analysis, development standards, and changes to process that may result if this Section applies.*

Notice

Neighborhood Meeting Offer Required? (see IDO Table 6-1-1). If yes, please refer to:

<https://www.cabq.gov/planning/urban-design-development/neighborhood-meeting-requirement-in-the-integrated-development-ordinance>

Process

Decision Type(s) (see IDO Table 6-1-1): Zoning Map Amendment - EPC

Specific Procedure(s)*: 6-7(G)

**Please refer to specific procedures for relevant decision criteria required to be addressed.*

Decision Making Body/ies: EPC Is this a PRT requirement? Yes

Handouts Provided

- Zoning Map Amendment Site Plan Amendments Site Plan- EPC Site Plan- DRB
- Site Plan- Admin Variance-ZHE Conditional Use Subdivision
- Site History/Research Transportation Hydrology Fire

If you have additional questions, please contact Staff at planningprt@cabq.gov or at (505) 924-3860. Please include the PA# with your inquiry.

Additional Notes:

- There is not a site plan associated with this site, but since the site is zoned PD, you will be required to go to Site Plan-EPC for approval of any development of the lot pursuant to:
 - IDO 14-16-6-6(I) If the project is located in the NR-SU or PD zone districts, a Site Plan – EPC pursuant to Subsection 14-16-6-6(J) is required.
 - “This zone district is applied on a case-by-case basis to reflect a negotiated agreement for uses and standards with the applicant. Allowable uses are negotiated on a case-by-case basis but may not include any use that is not included in Table 4-2-1.”
- A zone change will make it a lot easier to develop the property moving forward. You will have to go to the EPC for PD every time you wish to amend or develop the site. Once changed to MX-T or MX-L you won’t have to go to EP every time, just initially.
- In the MX-T zone district, this use shall not exceed 10,000 square feet of gross floor area. If you are planning on developing a facility greater than 10,000 SF, you will need to choose a different zone.
- Any zone other than R1 will create a spot zone in this area and will need to be adequately justified. MX-L may be a better zone for the surrounding community. There is other MX-L in the vicinity.
- Setbacks:
 - PD Zone Please see IDO section 14-16-2-6 (Pg. 57)
 - MX-T & MX-L zone please see: Table 5-1-2: Mixed-use Zone District Dimensional Standards (pg 222).
 - Please see 2-4(A) MIXED-USE – TRANSITION ZONE DISTRICT (MX-T) and 2-4(B) MIXED-USE – LOW INTENSITY ZONE DISTRICT (MX-L) for more specific standards to these zones. (pg. 25 & 27)
- Additional Questions:
 1. What allowable use category does our project fall under, per table 4-2-1?
 - a. See above. Health Club or Gym
 2. How will the access be approved? How long is the approval process for traffic study? Are the access points acceptable? What are the parking requirements for the proposed uses?
 - a. Please contact Transportation. See attached handouts with contact and more info.
 3. What is the process of approval for the site as it is currently zoned? What is the process of approval for the site after a EPC zone changed were to be approved?
 - a. See above.
 - b. After a zone change is approved, you will just need your Site Plan and associated drawings to go straight to building permit for an administrative review.
 4. What are the neighborhood requirements?
 - a. Please see Table 6-1-1: Summary of Development Review Procedures and look at the requirements for a Zoning Map Amendment-EPC.
 - b. For a zone change please see: 6-4(B) and 6-4(C) in the IDO.
 5. Where are the existing utilities to the site coming from? Water main size and tap fees? Sanitary size and tap fees?
 - a. Please contact Hydrology. See attached handout.

TRANSPORTATION DEVELOPMENT

For additional information, please contact Nilo Salgado at (505)924-3630 or Jeanne Wolfenbarger at (505) 924-3991.

Curb Cuts

1. Follow DPM guidelines for residential and commercial curb cuts.
2. Residential curb cut requirements – (12 feet to 22 feet wide for residential, 30 feet only if there is a 3-car garage or parking for RV)
3. Location of drive with respect to intersection depends on classification of the street. (See attached table.) Classification of street is according to the Long Range Master Plan developed by MRCOG.

Clear Sight Triangle at Access Points and Intersections

4. Clear sight triangle (See attached hand-outs.) Nothing opaque should be in the triangle.

Private Site and Parking Lot Design

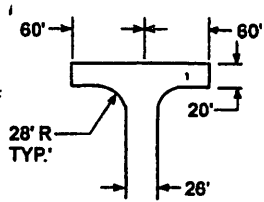
5. Follow DPM and IDO Guidelines for Site and Parking Lot Design. Current ADA standards must be followed including required number of handicapped parking spaces and drive aisles, ADA access to public right-of-way, and ADA access to on-site buildings.
6. See the Traffic Circulation Layout (TCL) Checklist. A TCL is required for any change or addition to a building > 500 sq. ft. or if the parking or circulation is changed. (This includes a repaving of parking lot.) Drawing must be stamped by a registered engineer or architect.
7. When developing a parking lot layout, include all dimensioning for construction purposes. Also include all curb, curb ramp and signage details.
8. Parking Calculations must be provided and per the requirements in the IDO. Number of vehicular spaces, motorcycle spaces, and bicycle spaces shall be specified and follow IDO requirements.
9. Demonstrate queuing capacity when needed in situations such as for drive-thru facilities. It is imperative to demonstrate that the queuing will not block accessways to the site or cause vehicles to back into the main roadway. Also, provide necessary one-way signage and pavement markings.
10. Shared access/parking agreement is required if access/parking is shared with parking lot adjacent to site. (This can be established on a plat if submittal of a plat is required or by an agreement.)
11. Existing driveways that are not being used are required to be removed and replaced with standard curb and sidewalk to match existing.

Traffic Studies and Traffic Signals

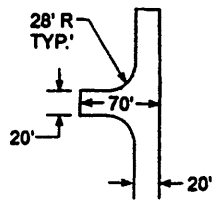
1. See the Traffic Impact Study (TIS) thresholds. In general, a minimum combination of 100 vehicles entering and exiting in the peak hour warrants a Traffic Impact Study. Visit with Traffic Engineer for determination, and fill out a TIS Form that states whether one is warranted. In some cases, a trip generation may be requested for determination.
2. A proposed new traffic signal needs to A) follow guidelines for traffic signal spacing, B) meet the requirements for a traffic signal warrant study to be in operation and C) be approved by both Planning and by Traffic Operations.

Platting and Public Infrastructure Requirements for Roadways

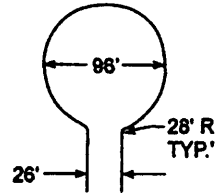
1. When submitting to DRB, all public roadway improvements that are required shall be shown on an infrastructure list. Public improvements must be included on a public work order set of drawings.
2. All public roadway facilities must be within public right-of-way including the entire width of the public sidewalk, all public curb ramps, overhead utilities, traffic signals and lighting, etc.
3. Curb and sidewalk is required along entire frontage of property. Follow IDO/DPM for specific width requirements.
4. There is a Bikeway Master Plan that is prepared MRCOG which lays out proposed bicycle facilities including bicycle trails, bike lanes, and bike routes. The site would be required to provide such facilities along the site frontage if they have not been constructed yet. Right-of-way dedication would likely be required.
5. Depending on site's use of an adjacent alleyway and on type of use for proposed site, alleyway improvements are required. This would include paving and/or proper right-of-way dedication to meet current width standards.
6. Follow DPM and MRCOG's Long Range Master Plan for roadway width requirements. Provide roadway cross-section. (New roadway requirements and roadway widening is also coordinated with Department of Municipal Development, depending on what plans or projects they may have on a specific roadway.)
7. If private road is over 150' long, the turnaround shall be per fire code dimensions. Fire Marshall Approval and Solid Waste Approval is required on all site layouts. For dead-ends, see options below for space dedicated to turn-arounds:



120' HAMMERHEAD



ACCEPTABLE ALTERNATIVE
TO 120' HAMMERHEAD



96' DIAMETER
CUL-DE-SAC

8. For any private access easements on plats, all beneficiaries and maintenance responsibilities must be listed.
9. Due to sight distance concerns and to construct sufficient curb ramps, right-of-way dedication is required to add curves to corners of properties at intersections if they are not already developed. See Table 23.3 of the DPM.
10. Any private structures that are located within public right-of-way such as fences and walls shall either be removed or else a revocable permit with the City is required in which an annual fee is paid per year, based on square footage of the encroachment.

[Note: Items with an asterisk (*) are required.]

Neighborhood Meeting Request for a Proposed Project in the City of Albuquerque

Date of Request*: 4/11/2022

This request for a Neighborhood Meeting for a proposed project is provided as required by Integrated Development Ordinance (IDO) **Subsection 14-16-6-4(K) Public Notice** to:

South West Alliance of Neighborhoods, Westside Coalition of Neighborhood Associations,
Neighborhood Association (NA)*: South Valley Coalition of Neighborhood Associations, Westgate Heights NA

Name of NA Representative*: Jerry Gallegos, Luis Hernandez Jr., Rene Horvath, Elizabeth Haley, Robert Trujillo
Patricio Dominguez, Christopher Sedillo, Matthew Archuleta

Email Address* or Mailing Address* of NA Representative¹: jgallegoswccd@gmail.com, luis@wccd.org, aboard111@gmail.com,
ekhaley@comcast.net, rtrujil22@gmail.com, dpatriciod@gmail.com
navrinc6@aol.com, mattearchuleta1@hotmail.com

The application is not yet submitted. If you would like to have a Neighborhood Meeting about this proposed project, please respond to this request within 15 days.²

Email address to respond yes or no: Yes

The applicant may specify a Neighborhood Meeting date that must be at least 15 days from the Date of Request above, unless you agree to an earlier date.

Meeting Date / Time / Location:

All Neighborhood Associations have 15 calendar days from the date of this offer letter (04/11/2022) in which to respond. Once we are notified that you would like a meeting, a meeting must be scheduled for a date within 30 calendar days but no fewer than 15 calendar days after the Neighborhood Association accepts the meeting request, unless an earlier date is agreed upon.

Project Information Required by IDO Subsection 14-16-6-4(K)(1)(a)

1. Subject Property Address* 99999 SAGE RD SW Albuquerque NM 87121
Location Description SE corner of Sage RD SW and 86th St SW
2. Property Owner* QURAIISHI SHAIKH MOHAMMED & RIZWANA TRUSTEES QUAISHI RVT
3. Agent/Applicant* [if applicable] Modulus Architects & Land Use Planning/G2 Enterprises, LLC
Lisa Gravelle/Keith Griego
4. Application(s) Type* per IDO Table 6-1-1 [mark all that apply]
 - Conditional Use Approval
 - Permit _____ (Carport or Wall/Fence – Major)
 - Site Plan
 - Subdivision _____ (Minor or Major)

¹ Pursuant to IDO Subsection 14-16-6-4(K)(5)(a), email is sufficient if on file with the Office of Neighborhood Coordination. If no email address is on file for a particular NA representative, notice must be mailed to the mailing address on file for that representative.

² If no one replies to this request, the applicant may be submitted to the City to begin the review/decision process.

[Note: Items with an asterisk (*) are required.]

- Vacation _____ (Easement/Private Way or Public Right-of-way)
- Variance
- Waiver
- Zoning Map Amendment
- Other: _____

Summary of project/request^{3*}:

Zone Map Amendment from Planned Development Zone District (PD) to Mixed-use-Low Intensity (MX-L) zone district.

5. This type of application will be decided by*: City Staff
- OR at a public meeting or hearing by:
- Zoning Hearing Examiner (ZHE) Development Review Board (DRB)
 - Landmarks Commission (LC) Environmental Planning Commission (EPC)
 - City Council

6. Where more information about the project can be found^{4*}:
Regina Okoye with Modulus Architects & Land Use Planning
505.338.1499 (Ext. 1003)

Project Information Required for Mail/Email Notice by IDO Subsection 6-4(K)(1)(b):

- 1. Zone Atlas Page(s)⁵ M-09-Z
- 2. Architectural drawings, elevations of the proposed building(s) or other illustrations of the proposed application, as relevant*: Attached to notice or provided via website noted above
- 3. The following exceptions to IDO standards will be requested for this project*:
 - Deviation(s) Variance(s) Waiver(s)

Explanation:

No variances, deviations or waivers are being requested at this time.

- 4. An offer of a Pre-submittal Neighborhood Meeting is required by Table 6-1-1*: Yes No

³ Attach additional information, as needed to explain the project/request. Note that information provided in this meeting request is conceptual and constitutes a draft intended to provide sufficient information for discussion of concerns and opportunities.

⁴ Address (mailing or email), phone number, or website to be provided by the applicant

⁵ Available online here: <http://data.cabq.gov/business/zoneatlas/>

[Note: Items with an asterisk (*) are required.]

5. **For Site Plan Applications only***, attach site plan showing, at a minimum:

- a. Location of proposed buildings and landscape areas.*
- b. Access and circulation for vehicles and pedestrians.*
- c. Maximum height of any proposed structures, with building elevations.*
- d. **For residential development***: Maximum number of proposed dwelling units.
- e. **For non-residential development***:
 - Total gross floor area of proposed project.
 - Gross floor area for each proposed use.

Additional Information:

1. From the IDO Zoning Map⁶:
 - a. Area of Property [typically in acres] 4.95 acres
 - b. IDO Zone District Planned Development Zone District (PD)
 - c. Overlay Zone(s) [if applicable] N/A
 - d. Center or Corridor Area [if applicable] Major Transit Corridors - Arenal/86th/Benavides
2. Current Land Use(s) [vacant, if none] Vacant

Useful Links

Integrated Development Ordinance (IDO):

<https://ido.abc-zone.com/>

IDO Interactive Map

<https://tinyurl.com/IDOzoningmap>

South West Alliance of Neighborhoods (SWAN Coalition)

Cc: _____ [Other Neighborhood Associations, if any]

Westside Coalition of Neighborhood Associations

South Valley Coalition of Neighborhood Associations

Westgate Heights NA

⁶ Available here: <https://tinurl.com/idozoningmap>



**OFFICIAL PUBLIC NOTIFICATION FORM
FOR MAILED OR ELECTRONIC MAIL NOTICE
CITY OF ALBUQUERQUE PLANNING DEPARTMENT**



PART I - PROCESS	
Use <u>Table 6-1-1</u> in the Integrated Development Ordinance (IDO) to answer the following:	
Application Type: Zone Map Amendment - EPC	
Decision-making Body: Environmental Planning Commission (EPC)	
Pre-Application meeting required:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Neighborhood meeting required:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Mailed Notice required:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Electronic Mail required:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is this a Site Plan Application:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Note: if yes, see second page
PART II – DETAILS OF REQUEST	
Address of property listed in application: 99999 SAGE RD SW Albuquerque NM 87121	
Name of property owner: QURASHI SHAIKH MOHAMMED & RIZWANA TRUSTEES QUAISHI RVT	
Name of applicant: G2 Enterprises, LLC - Lisa Gravelle/Keith Griego	
Date, time, and place of public meeting or hearing, if applicable: June 16, 2022 @8:40am, VIA Zoom	
Address, phone number, or website for additional information: Regina Okoye with Modulus Architects & Land Use Planning 505.338.1499 (Ext. 1003)	
PART III - ATTACHMENTS REQUIRED WITH THIS NOTICE	
<input checked="" type="checkbox"/> Zone Atlas page indicating subject property.	
<input type="checkbox"/> Drawings, elevations, or other illustrations of this request.	
<input type="checkbox"/> Summary of pre-submittal neighborhood meeting, if applicable.	
<input checked="" type="checkbox"/> Summary of request, including explanations of deviations, variances, or waivers.	
IMPORTANT: PUBLIC NOTICE MUST BE MADE IN A TIMELY MANNER PURSUANT TO SUBSECTION 14-16-6-4(K) OF THE INTEGRATED DEVELOPMENT ORDINANCE (IDO). PROOF OF NOTICE WITH ALL REQUIRED ATTACHMENTS MUST BE PRESENTED UPON APPLICATION.	

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.

Regina Okoye (Applicant signature) 4/11/2022 (Date)

Note: Providing incomplete information may require re-sending public notice. Providing false or misleading information is a violation of the IDO pursuant to IDO Subsection 14-16-6-9(B)(3) and may lead to a denial of your application.



**OFFICIAL PUBLIC NOTIFICATION FORM
FOR MAILED OR ELECTRONIC MAIL NOTICE
CITY OF ALBUQUERQUE PLANNING DEPARTMENT**



PART IV – ATTACHMENTS REQUIRED FOR SITE PLAN APPLICATIONS ONLY

Provide a site plan that shows, at a minimum, the following:

- a. Location of proposed buildings and landscape areas.
- b. Access and circulation for vehicles and pedestrians.
- c. Maximum height of any proposed structures, with building elevations.
- d. For residential development: Maximum number of proposed dwelling units.
- e. For non-residential development:
 - Total gross floor area of proposed project.
 - Gross floor area for each proposed use.

