

## PRE-APPLICATION REVIEW NOTES

PA#: PA-2025-00068 Notes Provided (date): 04/2/2025

Site Address and/or Location: 1700 Unser Blvd NW (Maps H-10-Z/H-09-Z/J-09-Z/J-10-Z)

Pre-application notes are for informational purposes only and are non-binding and do not constitute any type of approval and are not certificates of zoning. 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: New Charter School

### Basic Site Information

Current Use: Vacant Size (acreage): approx. 9 acres  
Zoning: MX-L Overlay Zone: N/A

### Comprehensive Plan Designations

Development Area: West Mesa CPA Corridors: N/A  
Area of Consistency Near Major Public Open Space (MPOS)? N/A  
Center: N/A

### 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): New Charter School

Use Specific Standards: IDO§14-16-4-3(C)(2) – Elementary or Middle School; IDO§14-16-4-3(C)(3) – High School

### Applicable Definition(s)

**School:** An accredited public or private institution offering a course of education recognized by the State as leading to a high school diploma or equivalent. Accessory uses may include student sports fields or facilities, playgrounds, gardens, and an accessory dwelling unit for a caretaker.

This use is divided into:

1. Elementary or middle school: An educational facility for grades kindergarten through 8.
2. High school: An educational facility for grades 9 through 12.

**Amendment:** Any repeal, modification, or addition to a regulation; any new regulation; any change in the number, shape, boundary, or area of any zone district or Overlay zone; or any repeal or abolition of any map, part thereof, or addition thereto.

**Site Development Plan:** A term used prior to the effective date of the IDO for a scaled plan for development on one or more lots that specifies at minimum the site, proposed use(s), pedestrian and vehicular access, any internal circulation, maximum building height, building setbacks, maximum total dwelling units, and/or nonresidential floor area. A more detailed site development plan would also specify the exact locations of structures, their elevations and dimensions, the parking and loading areas, landscaping, and schedule of development. The equivalent approval in the IDO will be determined based on the level of detail provided in the prior approval.

## Process

Decision Type(s) (see IDO Table 6-1-1): 1. Major Amendment – EPC ; 2. Site Plan -Administrative

Specific Procedure(s)\*: 1. IDO §14-16-6-6(I) Major Amedment – EPC; 2. IDO §14-16-6-5(G) Site Plan – Administrative

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

Decision Making Body/ies: EPC, Staff Is this a PRT requirement? No

## Handouts Provided

- |   |   |  |   |
|---|---|--|---|
| <input type="checkbox"/> Zoning Map Amendment                 | <input checked="" type="checkbox"/> Major-Minor Amendment | <input type="checkbox"/> Site Plan- MDP  | <input type="checkbox"/> Site Plan- DHO |
| <input checked="" type="checkbox"/> Site Plan- Administrative | <input type="checkbox"/> Variance-ZHE                     | <input type="checkbox"/> Conditional Use | <input type="checkbox"/> Subdivision    |
| <input type="checkbox"/> Site History/Research                | <input type="checkbox"/> Transportation                   | <input type="checkbox"/> Hydrology       | <input type="checkbox"/> Fire           |

*If you have additional questions after reviewing these notes, or would like to schedule a follow up call or meeting, please contact Staff at [planningprt@cabq.gov](mailto:planningprt@cabq.gov). Please include the PA# with your inquiry.*

## Additional Notes:

- *History:*
  - On February 13, 2014, the Environmental Planning Commission (EPC) approved the Heritage Marketplace Site Plan for Subdivision. Project number: #100275; 13EPC-40148.
- *Development Standards:*
  - Subject site is within the Unser Boulevard Small Area. You may view specific development standards in regards to On & Off-Premise Signs on [Table II](#).
  - The subject site is within the Heritage Marketplace Site Development Plan and is required to meet all design and land use guidelines as defined in the approved Site Development Plan.

## Applicant Questions:

1. The Heritage Marketplace Site Development Plan did not anticipate the proposed use, but it is permitted under the site's zoning district MX-L. Can the Applicant apply for a Site Plan – Major Administrative Amendment application through DFT? What would be triggers that would require a Major Amendment through EPC Site Plan approval process vs. DFT?

A.) Per [IDO§14-16-6-4\(X\)\(2\)\(12\)](#) a change of permissive uses to allow a school use on the Site Development Plan would require a Major Amendment, which is determined by EPC. DFT can only process Minor Amendments.

[Table 6-4-4: Allowable Minor Amendments](#), provides information as to what will trigger a Minor vs. Major Amendment. It is also recommended you review the following sections for Minor vs Major Amendments – [14-16-6-4\(X\)\(2\) – Minor Amendments](#); [14-16-6-4\(X\)\(3\) – Major Amendments](#); and [14-16-6-4\(Y\) – Amendments of Pre-IDO Approvals](#).

2. We assume that a Minor Administrative Amendment would still be required to ensure compliance with the Design Standards of the approved Site Plan for Subdivision. If deviations from these design standards are needed, what is the process for requesting and obtaining approval for those deviations?

- A.) Pursuant to [IDO§14-16-6-4\(N\) - Deviations](#); deviations are only allowed to IDO specific design standards, deviations of Site Development Plan design standards are not allowed.
3. If this is a Major Amendment that requires EPC approval, does the new site plan become an independent governing document, or does it remain subject to the design standards of the previous approval? Additionally, what steps would be necessary to opt out of the previous site plan approval and gain approval for a fully independent new site plan?
- A.) Following a Major Amendment, the site will remain subject to the design standards of the previously approved site development plan.
- Should the subject site repeal itself from the Heritage Marketplace Site Development Plan, which would require a EPC – Major Amendment per [IDO§14-16-6-4\(X\)\(3\)\(b\)](#), then the new site plan, and future development on the site, would be subject to the development and design requirements of the MX-L zone district, Unser Boulevards Small Map Area and Integrative Development Ordinance (IDO).
- Alternatively, should you decide to request an Major Amendment – EPC, to change the allowed uses in the Heritage Marketplace Site Development Plan, if approved, you can proceed to a Site Plan-Administrative for Site Plan approval, however, adherence to all Heritage Marketplace standards would still apply.
4. The Applicant is looking at leasing a portion of the ~9 AC property and subdividing. Could the platting action take place on a parallel track with DHO?
- A.) No, a replat will need to be requested through EPC as a Major Amendment to the Heritage Marketplace Site Development Plan. When the Site Development Plan was approved, along with the land uses and development standards, the established tracts and overall boundaries of the plan were also a part of that approval and the site plan would need to be amended in order to subdivide any portion of the lots.
5. The school is wanting to place murals on street-facing frontages. Is that something that would be permissive via the IDO / Marketplace standards?
- A.) Generally speaking, yes murals would be allowed, however, depending on the context of the mural, it could be considered a sign, and sign standards in the Heritage Marketplace Site Development Plan would need to be reviewed and met.