



## DEVELOPMENT FACILITATION TEAM

### Parks and Recreation Department

09-18-2024

**PR-2022-007397**

PS-2024-00149 – SKETCH PLAT

Lot 8A , McDonald Acres Subdivision, zoned R1-D, located at 3017 11th St NW containing approximately 0.574 acre(s). (H-14)

REQUEST: Subdivide Lot 8A into two lots of similar size, meeting R1-D area requirements

IDO – 2023

#### **Comments:**

No comments at this time.

DEVELOPMENT FACILITATIVE TEAM (DFT) - **HYDROLOGY SECTION**  
Richard Martinez, PE, Senior Engineer | 505-924-3362 [richardmartinez@cabq.gov](mailto:richardmartinez@cabq.gov)

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DRB Project Number: 2022-007397 Hearing Date: 09-18-2024

Project: 3017 11<sup>th</sup> St. NW  
Subdivide Lot 8A  
McDonald Acres Subdivision Agenda Item No: 8

☒ Sketch Plat

☐ Site Plan for Bldg.  
Permit

**ENGINEERING COMMENTS:**

- Hydrology needs to approve a conceptual Grading & Drainage Plan prior to Plat approval.

☐ APPROVED  
☐ DENIED

DELEGATED TO: ☐ TRANS ☐ HYD ☐ WUA ☐ PRKS ☐ PLNG  
Delegated For: \_\_\_\_\_  
SIGNED: ☐ I.L. ☐ SPSP ☐ SPBP ☐ FINAL PLAT  
DEFERRED TO \_\_\_\_\_

DEVELOPMENT FACILITATION TEAM

TRANSPORTATION DEVELOPMENT

DRB Project Number: 2022-007397  
3017 11th Street NW

AGENDA ITEM NO: 8

SUBJECT: Sketch Plat

ENGINEERING COMMENTS:

1. 11<sup>th</sup> is a local street and requires 5' sidewalk with a 4' to 6' landscape buffer. Please provide a cross section at the street dimensioning ROW, Walls or fences, sidewalk width, buffers, curb and gutter.
2. The existing driveway to this property appears as it will need to be relocated based on your proposed plat and the aerial photos.

. If new or revised information is submitted, additional comments may be provided by Transportation Development.

FROM: Ernest Armijo, P.E.  
Transportation Development  
505-924-3991 or [earmijo@cabq.gov](mailto:earmijo@cabq.gov)

DATE: September 18, 2024

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ACTION:

APPROVED \_\_; DENIED \_\_; DEFERRED \_\_; COMMENTS PROVIDED \_\_; WITHDRAWN \_\_

DELEGATED: \_\_\_\_\_ TO: (TRANS) (HYD) (WUA) (PRKS) (CE) (PLNG)



## DEVELOPMENT FACILITATION TEAM

### Planning - Case Comments

**MEETING DATE:** 9/18/24 -- **AGENDA ITEM:** #8

**Project Number:** PR-2022-007397

**Application Number:** PS-2024-00149

**Project Name:** Tract A-1-A

**Request:** Sketch Plat: Subdivision of one tract into two lots

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*\*These are preliminary Planning comments. Additional reviews and/or revised comments may be needed for any modifications and/or supplemental submittals.*

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#### BACKGROUND

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- This is a Sketch Plat review request for a proposed replat to subdivide an existing lot (Lot 8-A of the McDonald Acres subdivision) into two lots (Lot 8-A1 at 0.249-acres in size and Lot 8-A2 at 0.327-acres in size) at 3021 11<sup>th</sup> Street NW.
- The subject property is zoned R-1D (Residential – Single Family Zone District).

#### IDO/DPM COMMENTS

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- A Minor Preliminary/Final Plat application must be submitted to [PLNDRS@cabq.gov](mailto:PLNDRS@cabq.gov) for the proposed replat.
- The application forms for a Minor Preliminary/Final Plat are featured in the following links:  
[https://documents.cabq.gov/planning/development-hearing-officer/DHO\\_Application.pdf](https://documents.cabq.gov/planning/development-hearing-officer/DHO_Application.pdf)  
<https://documents.cabq.gov/planning/development-hearing-officer/Form%20PLT.pdf>  
<https://documents.cabq.gov/planning/development-hearing-officer/Form%20S2.pdf>

*\*(See additional comments on next pages)*

- On Form PLT (featured in the middle link above), please note that signatures from Hydrology, Transportation, and Water Authority engineers/staff will be required, confirming that any additional applications/documents required to be submitted in addition to and in association with the platting application are approved (such as an Availability Statement for the Water Authority) prior to the acceptance, processing, and placement of the platting application on a Development Hearing Officer (DHO) agenda.
  
- The platting action would be reviewed to the standards and provisions within the IDO-Integrated Development Ordinance and the standards within the DPM-Development Process Manual. Here is a link to both:  
<https://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance-1>  
<https://www.cabq.gov/planning/boards-commissions/development-process-manual-executive-committee>
  
- **If infrastructure is needed**, an IL-Infrastructure list, and/or IIA-Infrastructure Improvements Agreement with financial guarantee will be required.
  
- All public notice requirements of IDO Section 6, Table 6-1-1 will need to be completed prior to submitting the platting application, and included in the platting application packet. For a Minor Preliminary/Final Plat, Neighborhood Associations (NA's) as identified by the Office of Neighborhood Coordination (ONC) must be notified by email of the proposed platting application. Notifications sent to the NA's must include the following:
  1. Completed notification form noting the application type, date/time of the DHO meeting, and that the DHO meeting will be held remotely via Zoom, providing the Zoom link to the meeting. A blank notification form can be obtained at the following link:  
[https://documents.cabq.gov/planning/development-hearing-officer/Emailed-Mailed-Notice-PublicMeetingHearing-Print&Fill\\_DHO.pdf](https://documents.cabq.gov/planning/development-hearing-officer/Emailed-Mailed-Notice-PublicMeetingHearing-Print&Fill_DHO.pdf)
  2. Zone Atlas Map sheet with the site highlighted and labeled.
  3. Copy of the Plat.

4. In the platting application packet, in addition to including the documentation listed above, proof of email to the NA's must be included along with the ONC confirmation email with the list of NA's to contact.  
ONC can be contacted at: [onc@cabq.gov](mailto:onc@cabq.gov) as well as (505) 768-3334.
- A surveyor licensed in the State of New Mexico must create the Plat.
  - **Required Signatures on the Plat for Minor Preliminary/Final Plat applications to the DHO:**  
All signatures from the surveyor, property owner(s), the City Surveyor, the utility companies, and AMAFCA are required on the Plat prior to the acceptance of the application file for the Plat and placement on a DHO agenda.
  - The following will need to be on the final platting sheets:  
Project and Application #'s, documents signed/stamped by a design professional licensed in the State of NM.
  - Prior to final sign-off of the plat, the AGIS office must approve the DXF file and proof of approval must be provided. The DXF file package must be submitted to AGIS at: [platgisreview@cabq.gov](mailto:platgisreview@cabq.gov)
  - An access easement providing access to Lot 8-A2 from 11<sup>th</sup> Street NW through Lot 8-A1 as depicted on the Sketch Plat would need to be depicted on the future required Plat as well and granted.
  - Planning defers to Transportation regarding the IDO/DPM requirements for the private road/driveway as depicted on the Sketch Plat, including turn-around requirements.
  - The subject property is not located within any overlay zone districts.
  - Please refer to the dimensional standards of the R-1D zone district per Table 2-3-3 in Section 2-3(B) of the IDO.
  - **\*Demonstrate compliance with section 7 of the DPM Table 7.2.29 regarding the 5-ft. Sidewalk width and 4-6 ft. landscape buffer width requirements along 11<sup>th</sup> Street.**  
*\*Verification of DPM standards per Transportation\**  
11<sup>th</sup> Street is a local street and requires a 5-foot sidewalk with a 4-6-foot landscape buffer. A cross-section at the street dimensioning ROW, Walls or fences, sidewalk width, buffers, and curb and gutter will have to be provided with the future platting application per Transportation.



*Disclaimer: The comments provided are based upon the information received from the applicant/agent. If new or revised information is submitted, additional comments may be provided by Planning.*

FROM: Jay Rodenbeck  
Planning Department

DATE: 9/17/24