



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 SW (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		
<p>The City of Albuquerque has entered into an agreement to utilize a portion of NMDOT Right-of-Way for an expansion of the Los Altos Park. There are no proposed buildings for this area. It will be developed for a pump track for bicycles. The park is existing with improvements under construction.</p> <p>The project also includes existing City Right-of-Way and easements. Some improvements exist within the City property.</p>		

APPLICATION INFORMATION		
Applicant/Owner: City of Albuquerque, Department of Municipal Development		Phone: (505) 768-3830
Address: City/County Building, 7th Floor		Email: patrick@cabq.gov
City: Albuquerque	State: NM	Zip: 87102
Professional/Agent (if any): Consensus Planning, Inc.		Phone: (505) 764-9801
Address: 302 8th Street NW		Email: cp@consensusplanning.com
City: Albuquerque	State: NM	Zip: 87102
Proprietary Interest in Site: Developer of Park Improvements		List all owners: COA and NMDOT
SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)		
Lot or Tract No.: NA - NMDOT Right-of-Way		Block: _____ Unit: _____
Subdivision/Addition: _____		MRGCD Map No.: _____ UPC Code: NA - NMDOT Right-of-Way
Zone Atlas Page(s): J-20 and K-20	Existing Zoning: R1-B	Proposed Zoning NA
# of Existing Lots: NA	# of Proposed Lots: NA	Total Area of Site (Acres): +/- 3.5 acres
LOCATION OF PROPERTY BY STREETS		
Site Address/Street: Lomas Boulevard	Between: Sellers Drive NE	and: Easterday Drive NE
CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)		
Project #101048, 16EPC 40066; 2020-004875, SI-2020-01495		

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: September 27, 2021
Printed Name: James K. Strozler, FAIC	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent

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.



Landscape Architecture
Urban Design
Planning Services

302 Eighth St. NW
Albuquerque, NM 87102

(505) 764-9801
Fax 842-5495
cp@consensusplanning.com
www.consensusplanning.com

September 27, 2022

Mr. Jay Rodenbeck, Planning Manager
Development Review Services
Albuquerque Planning Department
600 North 2nd Street NW
Albuquerque, NM 87102
jrodenbeck@cabq.gov

Dear Mr. Rodenbeck:

The purpose of this letter is to transmit and request DRB review of a Sketch Plat for an expansion of the existing Los Altos Park located on the south side of Lomas Boulevard.

The property is NMDOT Right-of-Way, and the City has an agreement to improve and use the property for recreational activities on the property. No buildings are anticipated on this portion of the park. The zoning is shown as R1-B on the City's zone atlas. The balance of the Park was reviewed and approved as a Minor Amendment to the City's existing Los Altos Park Site Plan – EPC and specifically to allow for the redevelopment of the softball fields at the east end of the park. The existing park property is legally described as all or a portion of Tract 4, Municipal Addition No. 2, zoned NR-PO-A located on Lomas Blvd. NE between Eubank Blvd. NE and Interstate-40, containing approximately 34.5 acres. Since the expansion area is NMDOT right-of-way, there is not a legal description or UPC associated with the subject property.

Previously, the Los Altos Park received EPC approval for an amended Site Development Plan for Building Permit on December 9, 2016 (see attached Notice of Decision). This amendment addressed the construction of a new pool building.

This Sketch Plat is seeking direction regarding the process for review and approval for the expansion of the existing park onto currently vacant an unimproved NMDOT right-of-way. Specifically:

PRINCIPALS

James K. Strozier, FAICP
Christopher J. Green, PLA,
ASLA, LEED AP
Jacqueline Fishman, AICP

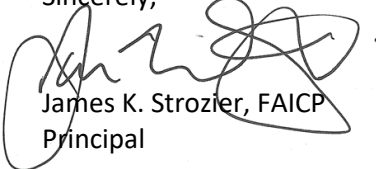
1. What process is required to allow for the expansion of the existing Site Plan – EPC and is that required?
2. Will this be considered a Major Amendment to the existing Site Plan – EPC?
3. Will a zone change also be required to NR-PO-A to match the balance of the Park? And can this be done simultaneously with the Major Amendment (if required)?



4. What is required for future building permits to allow improvements to the property?
5. Will any platting actions be required since the property is currently unplatted?

Please do not hesitate to contact us if you have any questions or require any additional information.

Sincerely,



James K. Strozier, FAICP
Principal

Attachments: Zone Atlas Page K-20
NMDOT Right-of-Way Use Agreement
Schematic Plan (including the expansion area)

RIGHT OF WAY USE AGREEMENT

THIS AGREEMENT, by and between the **NEW MEXICO DEPARTMENT OF TRANSPORTATION**, P.O. Box 1149, Santa Fe, New Mexico, 87504-1149, (hereinafter "NMDOT") and **CITY OF ALBUQUERQUE** (hereinafter "Permittee").

Permittee desires to use highway right of way at the below referenced location for a **PUBLIC RECREATION AREA**, in a manner not inconsistent with or detrimental to NMDOT's statutory obligations for highway control and maintenance and in compliance with municipal or county customs, ordinances, zoning, and agreements;

For purposes of this Agreement, "Right of Way Use" is defined as that space located above, at or below the highway's established grade line lying within the approved right of way limits; and

It is expressly agreed between the parties that the granting of this Right of Way Use Agreement (hereafter "Agreement") does not convey or in any way give any interest or rights other than as indicated herein.

The parties agree as follows:

SECTION 1

NMDOT AGREES AND REPRESENTS:

- A. NMDOT owns or otherwise has the right to grant the rights as set forth in this Agreement.
- B. NMDOT hereby grants and shall permit the right-of-way described below and shown on the master plan and right of way map set forth in **Exhibits "A" and "B,"** attached hereto and made a part hereof, to be used for **PUBLIC RECREATION AREA (the "Property")**.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the day and year first above written.

“PERMITTEE”
CITY OF ALBUQUERQUE

NEW MEXICO DEPARTMENT
OF TRANSPORTATION

DS
Md

DocuSigned by:

By: _____
David Simon, Director
Director, Parks and Recreation


Justin Reese
By: _____
Justin Reese (Sep 2, 2021 09:51 MDT)
Michael Sandoval
Cabinet Secretary or Designee

On 8/17/2021 | 3:54 PM PDT, 2021

On Sep 2, 2021, 2021


Recommended:

DS
Md

DocuSigned by:

By: _____
1ED93102F75A41F
Patrick Montoya
Director, Dept. of Municipal Development

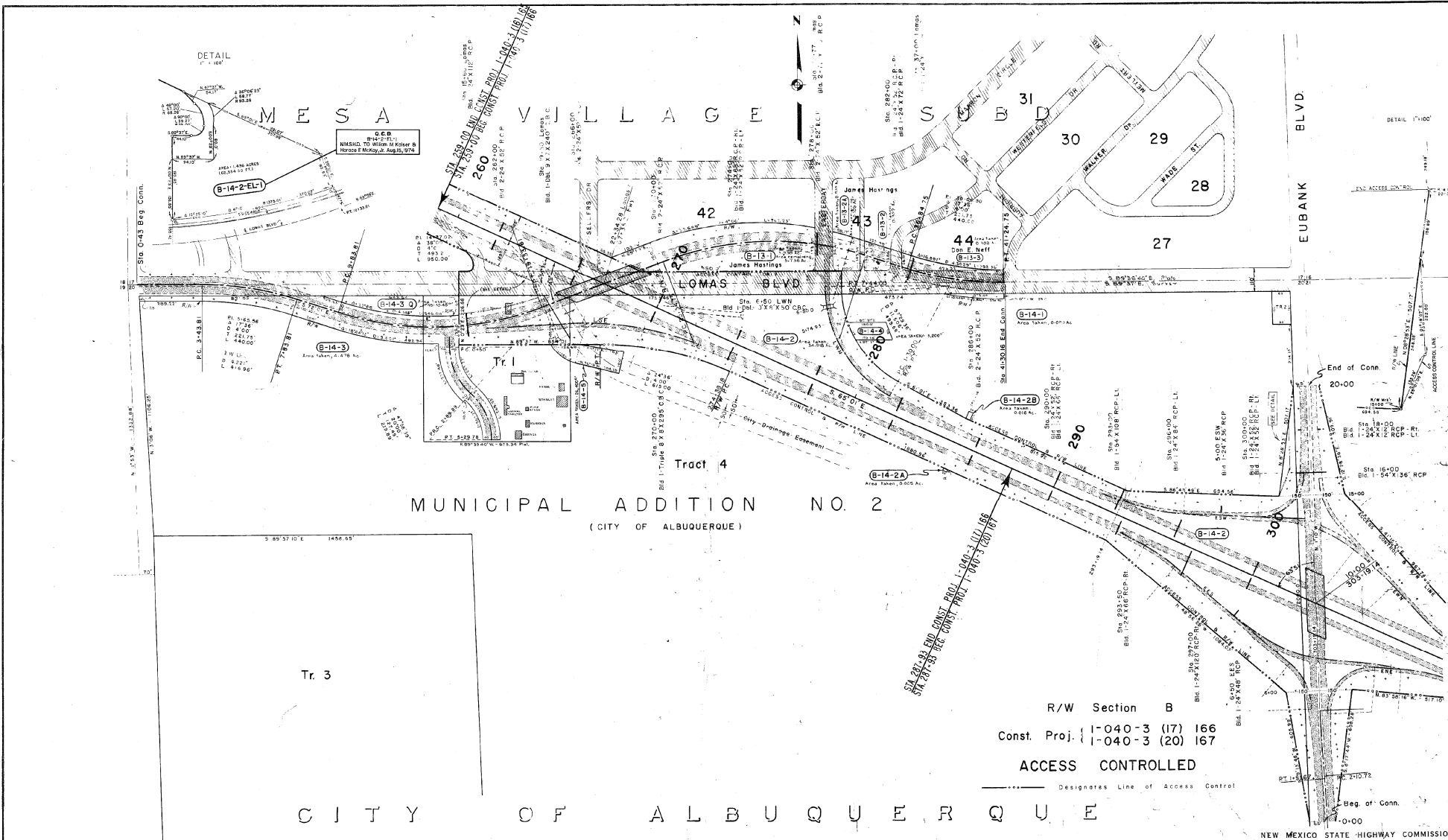
On 8/15/2021 | 8:53 PM PDT, 2021

Reviewed and approved as to form and legal
sufficiency by the Office of General Counsel by



Sep 1, 2021, 2021

SHEET NO. 40
 UNITED STATES DEPARTMENT OF TRANSPORTATION
 FEDERAL HIGHWAY ADMINISTRATION
 BUREAU OF PUBLIC ROADS
 PROJECT NO. 1-040-3 (1) 166
 SHEET NO. 10 OF 10



MUNICIPAL ADDITION NO. 2
 (CITY OF ALBUQUERQUE)

CITY OF ALBUQUERQUE

R/W Section B
 Const. Proj. { 1-040-3 (17) 166
 1-040-3 (20) 167
ACCESS CONTROLLED
 --- Designates Line of Access Control

NEW MEXICO STATE HIGHWAY COMMISSION
 RIGHT OF WAY MAP
 NEW MEXICO PROJECT NO.
1-040-3 (1) 163
 BERNALILLO COUNTY
 SCALE 1" = 200'
 SHEET 10 OF 10

NO.	REVISIONS (OR CHANGE NOTICES)	DATE	BY
6			
5			
4			
3	ADDED G.C.D. TO PARCEL B-14-2-EL-1	9-19-74	S.R.
2	REVISED A/C LINE NW QUAD OF EUBANK INTER.	10-12-73	P.E.
1	REVISED A/C LINE NW QUAD OF INTERSECTION	9-3-73	P.S.

FHWA APPROVAL REQUEST

The New Mexico Department of Transportation (NMDOT) hereby requests approval of the action identified below (supporting documentation i.e. plans, agreements, etc, are attached).

1. Project No.: I-040-3(1)163

CN:

Parcel No.: B-13-1, B-14-2

2. NHS: Need prior FHWA approval
 Non-NHS-Exempt: Need Program Management Unit prior to approval and notification to FHWA

3. Action Proposed:

- Use of Fee Negotiators
- Use of Fee Attorneys
- Non-Highway use and occupancy of R/W
- Right of Way Use Agreement with collateral assignment of Agreement
- Disposal of Excess Right-of-Way
- Temporary use of Right-of-Way
- Disposal of Access Control
- Relinquishment of Right-of-Way
- Land Service Facilities
- Appraisal Fees
- Hardship or Protective Buying*
- Interest on Right of Entry Payments

4. Submitted by:

Randi Estrada

April 23, 2021

Signature

Date

5. FHWA Hereby Approves the R/W Actions identified above and proposed on NHS Projects or System



FHWA Signature

27 APR 21

Date

* FHWA approval required on all Federal-aid projects

