City of Albuquerque

DEVELOPMENT FACILITATION TEAM (DFT) APPLICATIONS

Effective 11/16/2023

Please check the appropriate box(es) and refer to supplemental forms for submittal requirements. All fees must be paid at the time of application.

MISCELLANEOUS APPLICATIONS	☐ Extension of Infrastructure List or IIA *(Form S3)*
☐ Site Plan Administrative DFT *(Forms SP & P2)*	**PRE-APPLICATIONS**
☐ Final EPC Sign-off for Master Development/Site Plans - EPC *(Form P2)*	☐ Sketch Plat Review and Comment *(Form S3)*
☐ Infrastructure List or Amendment to Infrastructure List (*Form S3*)	■ Sketch Plan Review and Comment *(Form S3)*
☐ Temporary Deferral of S/W *(Form S3)*	**APPEAL**
☐ Extension of IIA: Temp. Def. of S/W *(Form S3)*	☐ Decision of Site Plan Administrative DFT *(Form A)*

BRIEF DESCRIPTION OF REQUEST

Vacate Santa Clara Ave SE and Altez ST NE (Public Right-of-way) as shown on maps and convert into private right-of-way.

APPLICATION INFORMATION

Applicant/Owner: Some Investments, LLC		Phone: (505) 362-8903
Address: 5901-J Wyoming Blvd NE, Suite 201		Email:
City: Albuquerque	State: NM	Zip: 87109
Professional/Agent (if any): Juanita Garcia - JAG Planning & Zoning		Phone: (505) 362-8903
Address: P.O. Box 7857		Email: jag@jagpandz.com
City: Albuquerque	State: NM	Zip: 87194
Proprietary Interest in Site: Adjacent Property Owner	List all owners:	

SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)

Lot or Tract No.: Lot 56-A	Block: 56-A	Unit:
Subdivision/Addition: Skyline Heights Addn	MRGCD Map No.:	UPC Code: 1020056300354
Zone Atlas Page(s): L-20	Existing Zoning: NR-C	Proposed Zoning No Change
# of Existing Lots: 1	# of Proposed Lots: No Change	Total Area of Site (Acres):

LOCATION OF PROPERTY BY STREETS

Site Address/Street: 600 Moon SE	Between: Southern	and: Santa Clara SE

CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)

DRB-94-174, V-78-45, PR 2022-007903, PS-2022-00246

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: Juanita Garcia	**Date:** 11-21-2023
Printed Name: Juanita Garcia, JAG Planning & Zoning, LLC	☐ Applicant or ■ Agent

FORM S3: ADMINISTRATIVE APPLICATIONS – Development Facilitation Team (DFT) as of 12/25/2022

☐ **AMENDMENT TO INFRASTRUCTURE LIST**

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 online resources such as Dropbox or FTP. *The PDF shall be organized in the number order below.*

____ 1) DFT Application form completed, signed, and dated

____ 2) Form S3 with all the submittal items checked/marked

____ 3) Zone Atlas map with the entire site clearly outlined and labeled

____ 4) Letter of authorization from the property owner if application is submitted by an agent

____ 5) Proposed Amended Infrastructure List

____ 6) Original Infrastructure List

☐ **TEMPORARY DEFERRAL OF SIDEWALK CONSTRUCTION**

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 online resources such as Dropbox or FTP. *The PDF shall be organized in the number order below.*

____ 1) DFT Application form completed, signed, and dated

____ 2) Form S3 with all the submittal items checked/marked

____ 3) Zone Atlas map with the entire site clearly outlined and labeled

____ 4) Letter of authorization from the property owner if application is submitted by an agent

____ 5) A scale drawing showing the location of the deferred sidewalk with appropriate dimensions

☐ **EXTENSION OF THE IIA FOR TEMPORARY DEFERRAL OF SIDEWALK CONSTRUCTION**

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 online resources such as Dropbox or FTP. *The PDF shall be organized in the number order below.*

____ 1) DFT Application form completed, signed, and dated

____ 2) Form S3 with all the submittal items checked/marked

____ 3) Zone Atlas map with the entire site clearly outlined and labeled

____ 4) Letter of authorization from the property owner if application is submitted by an agent

____ 5) Letter describing, explaining, and justifying the deferral or extension

____ 6) Drawing showing the sidewalks subject to the proposed deferral or extension

☐ **INFRASTRUCTURE LIST EXTENSION OR AN INFRASTRUCTURE IMPROVEMENTS AGREEMENT (IIA) EXTENSION**

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 online resources such as Dropbox or FTP. *The PDF shall be organized in the number order below.*

____ 1) DFT Application form completed, signed, and dated

____ 2) Form S3 with all the submittal items checked/marked

____ 3) Zone Atlas map with the entire site clearly outlined and labeled

____ 4) Letter of authorization from the property owner if application is submitted by an agent

____ 5) Letter describing, explaining, and justifying the request per IDO Section 14-16-6-4(X)(4)

____ 6) Preliminary Plat or Site Plan

____ 7) Copy of DRB approved Infrastructure List

____ 8) Copy of recorded IIA

☒ **SKETCH PLAT OR SKETCH PLAN REVIEW AND COMMENT**

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 online resources such as Dropbox or FTP. *The PDF shall be organized in the number order below.*

✓ 1) DFT Application form completed, signed, and dated

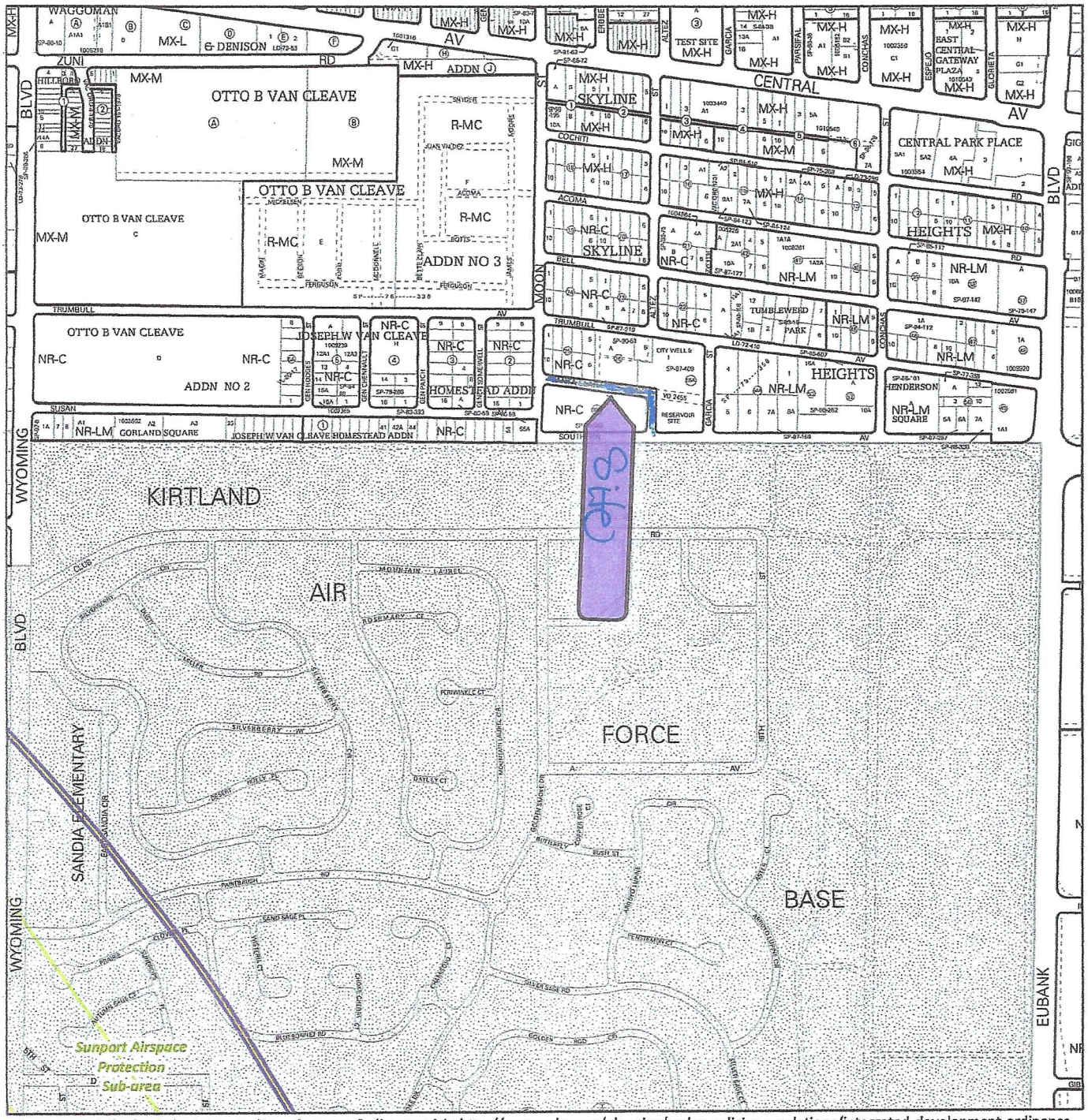
✓ 2) Form S3 with all the submittal items checked/marked

✓ 3) Zone Atlas map with the entire site clearly outlined and labeled

✓ 5) Letter describing, explaining, and justifying the request

NA 6) Scale drawing of the proposed subdivision plat or Site Plan

____ 7) Site sketch with measurements showing structures, parking, building setbacks, adjacent rights-of-way, and street improvements, if there is any existing land use



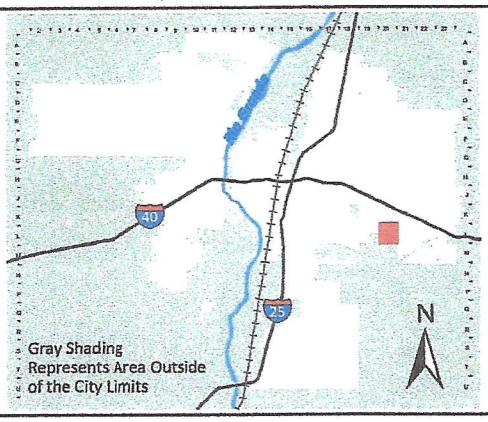
For more details about the Integrated Development Ordinance visit: http://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance

IDO Zone Atlas
May 2018

Albuquerque Geographic Information System

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:

L-20-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

Feet: 0 250 500 1,000

November 21, 2023

Development Facilitation Team
City of Albuquerque, Planning Department
600 2nd Street NW, Albuquerque NM 87102

Development Facilitation Team:

JAG Planning & Zoning, agent for Some Investments, LLC, respectfully requests your review of a sketch plat.

The property owner intends to vacate a portion of Santa Clara Ave SE and Altez Street SE. The area will exceed 5,000 square feet and will need City Council review for final approval.

The property is adjacent to the roadway is zoned NC-R.

Thank you for your consideration on this matter. I can be reached at (505) 362-8903 or at jag@jagpandz.com.

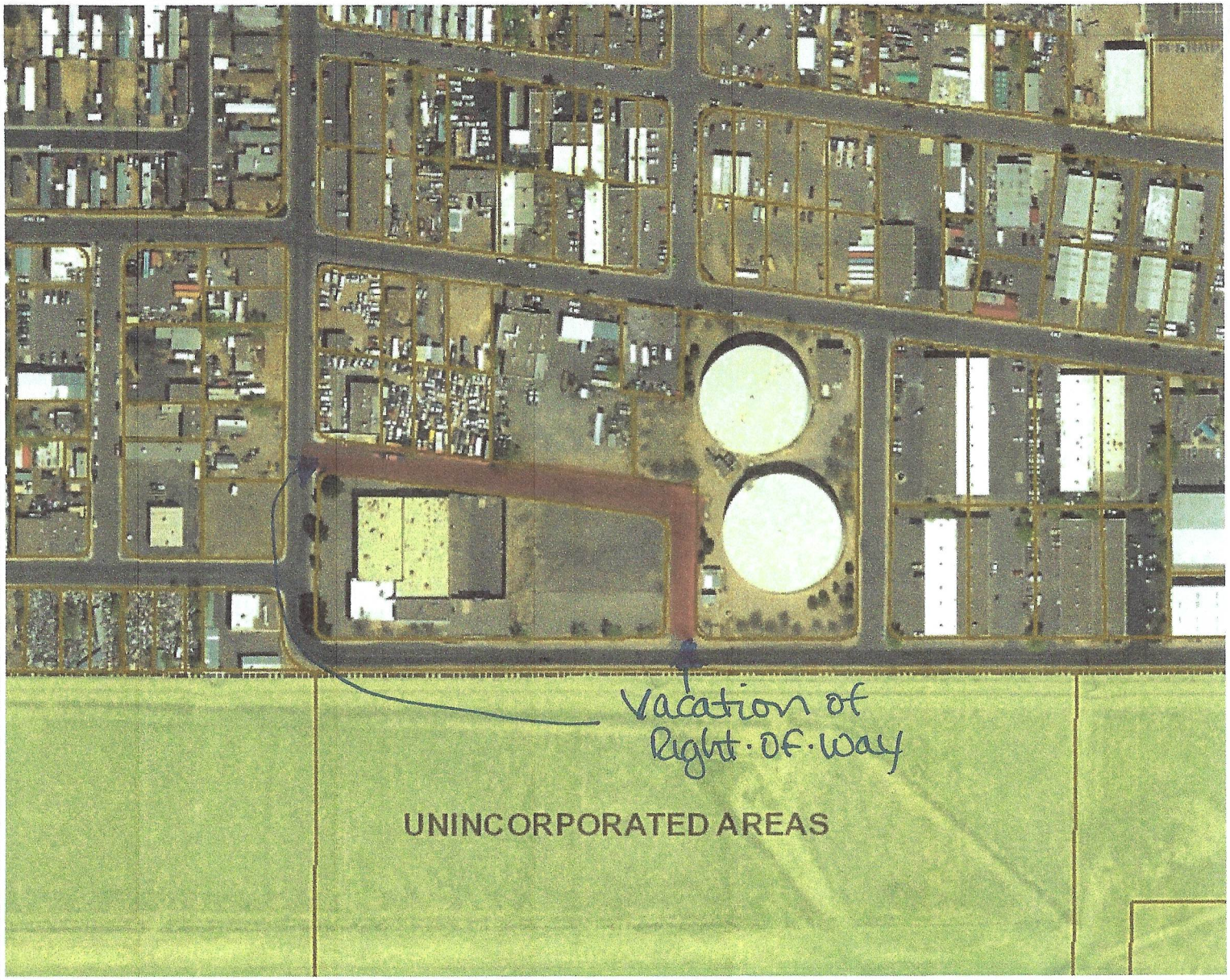
Sincerely,

Juanita Garcia

Juanita Garcia
Principal
JAG Planning and Zoning, LLC

P.O. BOX 7857, ALBUQUERQUE, NM 87194
(505) 362-8903 & (505) 363-5613
JAG@JAGPANDZ.COM

City of Albuquerque



454 0 227 454 Feet

WGS_1984_Web_Mercator_Auxiliary_Sphere
11/14/2022 © City of Albuquerque

1: 2,724

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THIS MAP IS NOT TO BE USED FOR NAVIGATION

Legend

- Bernalillo County Parcels

Municipal Limits

- Corrales
- Edgewood
- Los Ranchos
- Rio Rancho
- Tijeras
- UNINCORPORATED

Notes