



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		<input type="checkbox"/> Extension of Infrastructure List or IIA (Form S3)
<input type="checkbox"/> Site Plan Administrative DFT (Forms P & P2)	PRE-APPLICATIONS	
<input type="checkbox"/> Final EPC Sign-off for Master Development/Site Plans - EPC (Form P2)	<input type="checkbox"/> Sketch Plat Review and Comment (Form S3)	
<input type="checkbox"/> Amendment to Infrastructure List (Form S3)	<input type="checkbox"/> Sketch Plan Review and Comment (Form S3)	
<input type="checkbox"/> Temporary Deferral of S/W (Form S3)	APPEAL	
<input type="checkbox"/> Extension of IIA: Temp. Def. of S/W (Form S3)	<input type="checkbox"/> Administrative Decision (Form A)	

BRIEF DESCRIPTION OF REQUEST

APPLICATION INFORMATION

Applicant/Owner:		Phone:
Address:		Email:
City:	State:	Zip:
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.:	Block:	Unit:
Subdivision/Addition:	MRGCD Map No.:	UPC Code:
Zone Atlas Page(s):	Existing Zoning:	Proposed Zoning
# of Existing Lots:	# of Proposed Lots:	Total Area of Site (Acres):

LOCATION OF PROPERTY BY STREETS

Site Address/Street:	Between:	and:
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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:
Printed Name:	<input type="checkbox"/> Applicant or <input type="checkbox"/> Agent

FORM P2: SITE PLAN ADMINISTRATIVE – Development Facilitation Team (DFT) as of 12/25/2022**_ SITE PLAN ADMINISTRATIVE – DFT**

A Single PDF file of the complete application including all documents being submitted must be emailed to PLNDRS@cabq.gov. 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. Divide the PDF with a title sheet for each of the three documentation sections in **bold** below.

SITE PLAN DOCUMENTATION

- ___ 1) DFT Application form completed, signed, and dated
- ___ 2) Form P2 with all the submittal items checked/marked
- ___ 3) Form P with signatures from Hydrology, Transportation, and ABCWUA
- ___ 4) Zone Atlas map with the entire site clearly outlined and labeled
- ___ 5) Site Plan and related drawings (include a Site Plan key of the sheets submitted)
- ___ 6) Copy of the original approved Site Plan or Master Development Plan (for amendments to or Extensions of the Site Plan)
- ___ 7) Infrastructure List, if required for building of public infrastructure
- ___ 8) Sensitive Lands Site Analysis for new site design in accordance with IDO Section 5-2(C) (The Sensitive Lands Site Analysis form can be obtained online at):
https://documents.cabq.gov/planning/development-review-board/Sensitive_lands_analysis_form.pdf
- ___ 9) Responses to climatic and geographic responsive design considerations (Recommended to promote sustainability, but not required. The Climatic and Geographic Responsiveness form can be obtained online at): [https://documents.cabq.gov/planning/IDO/SubmittalFormIDO5-2\(D\)ClimaticGeographic_Responsiveness.pdf](https://documents.cabq.gov/planning/IDO/SubmittalFormIDO5-2(D)ClimaticGeographic_Responsiveness.pdf)

SUPPORTIVE DOCUMENTATION

- ___ 10) Completed Site Plan Checklist
- ___ 11) Letter of authorization from the property owner if application is submitted by an agent
- ___ 12) Justification letter describing and justifying the request per the criteria in IDO Section 16-6-5(G)(3)
- ___ 13) 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 Waiver –DHO will be required, as applicable*
- ___ 14) Sites 5 acres or greater: Archaeological Certificate in accordance with IDO Section 14-16-6-5(A) *(not required for Extension)*

___ 15) Landfill disclosure statement per IDO Section 14-16-6-4(S)(5)(d)(2)(d) if site is within a designated landfill buffer zone

___ 16) Architectural Review Committee approval letter if the site is located within a Master Development Plan area or a Framework Plan area

PUBLIC NOTICE DOCUMENTATION

___ 17) Sign Posting Agreement

___ 18) Proof of a Pre-Submittal Neighborhood Meeting per IDO 6-4(C)(1)(b) for new building or multiple new buildings that include a total of more than 100 multi-family residential dwelling units or more than 50,000 square feet of non-residential development

___ 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

___ 19) Required Content of Notice at Submittal per IDO Section 14-16-6-4(K)(1) (not required for an extension)

___ Office of Neighborhood Coordination notice inquiry response

___ Completed notification form(s), proof of additional information provided in accordance with IDO Section 6-4(K)(1)(b)

___ Proof of emailed notice to affected Neighborhood Association representatives

_ FINAL SIGN-OFF FOR MASTER DEVELOPMENT PLANS AND SITE PLANS – EPC

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 P2 with all the submittal items checked/marked
- ___ 3) Zone Atlas map with the entire site clearly outlined and labeled
- ___ 4) Site Plan and related drawings
- ___ 5) Infrastructure List, if require
- ___ 6) Copy of EPC Notice of Decision and letter explaining how each EPC condition has been met
- ___ 7) Letter of authorization from the property owner if application is submitted by an agent
- ___ 8) Solid Waste Department signature on Site Plan
- ___ 9) Signed Form DRWS Drainage Report, Grading and Drainage Plan, and Water & Sewer Availability Statement filing information
- ___ 10) Approved Grading and Drainage Plan
- ___ 11) Copy of Site Plan with Fire Marshal's stamp, i.e. "Fire 1" plan (*not required for Master Development Plans*)

FORM P: PRE-APPROVALS/SIGNATURES

Legal Description & Location: LT 24-A Blk 3 Plat for Lots 24-A and 24-B Block 3 Tract A Unit B
North Albuquerque Acres

Job Description: Glassrite

Hydrology:

- | | | | | |
|-----------------------------|---------------|----------|---------------|----|
| • Grading and Drainage Plan | <u>X</u> | Approved | <u> </u> | NA |
| • AMAFCA | <u> </u> | Approved | <u>X</u> | NA |
| • Bernalillo County | <u> </u> | Approved | <u>X</u> | NA |
| • NMDOT | <u> </u> | Approved | <u>X</u> | NA |
| • MRGCD | <u> </u> | Approved | <u>X</u> | NA |

Tregie Cha
 Hydrology Department

1/17/2023
 Date

Transportation:

- | | | | | |
|--------------------------------------|---------------|----------|---------------|----|
| • Traffic Circulations Layout (TCL) | <u>X</u> | Approved | <u> </u> | NA |
| • Traffic Impact Study (TIS) | <u> </u> | Approved | <u>X</u> | NA |
| • Neighborhood Impact Analysis (NIA) | <u> </u> | Approved | <u>X</u> | NA |
| • Bernalillo County | <u> </u> | Approved | <u>X</u> | NA |
| • MRCOG | <u> </u> | Approved | <u>X</u> | NA |
| • NMDOT | <u> </u> | Approved | <u>X</u> | NA |
| • MRGCD | <u> </u> | Approved | <u>X</u> | NA |

Ernest Armijo
 Transportation Department

2/9/2023
 Date

Albuquerque Bernalillo County Water Utility Authority (ABCWUA):

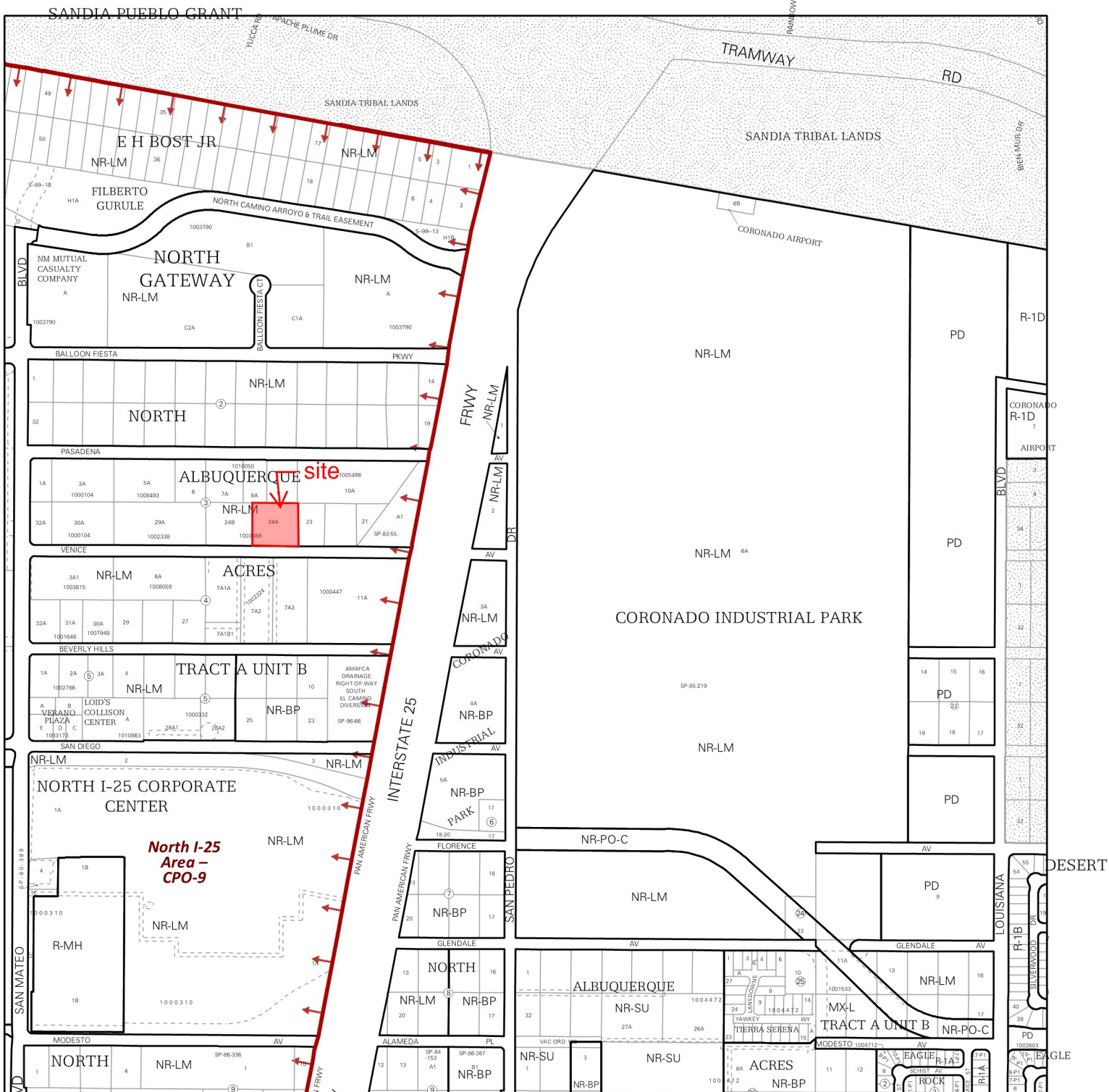
- | | | | | |
|--|---------------|----------|---------------|----|
| • Water/Sewer Availability Statement/Serviceability Letter | <u>X</u> | Approved | <u> </u> | NA |
| • ABCWUA Development Agreement | <u> </u> | Approved | <u>X</u> | NA |
| • ABCWUA Service Connection Agreement | <u> </u> | Approved | <u>X</u> | NA |

Sarah Luckie
 ABCWUA

2/9/23
 Date


- | | | | | |
|---|---------------|----------|---------------|----|
| <input type="checkbox"/> Infrastructure Improvements Agreement (IIA*) | <u> </u> | Approved | <u> </u> | NA |
| <input type="checkbox"/> Solid Waste Department Signature on the plan | <u> </u> | Approved | <u> </u> | NA |
| <input type="checkbox"/> Fire Marshall Signature on the plan | <u> </u> | Approved | <u> </u> | NA |

* Prior to Final Site Plan approval submittals (include a copy of the recorded IIA)

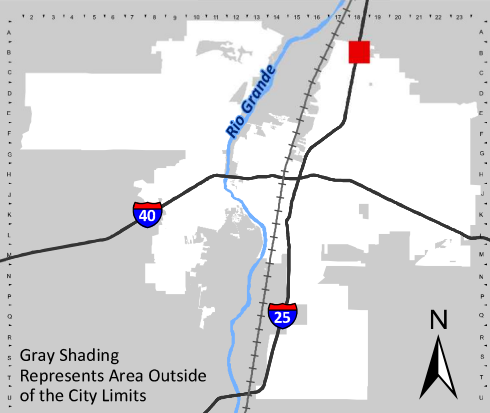


For more details about the Integrated Development Ordinance visit: <http://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance>

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).



Rio Grande

40 25

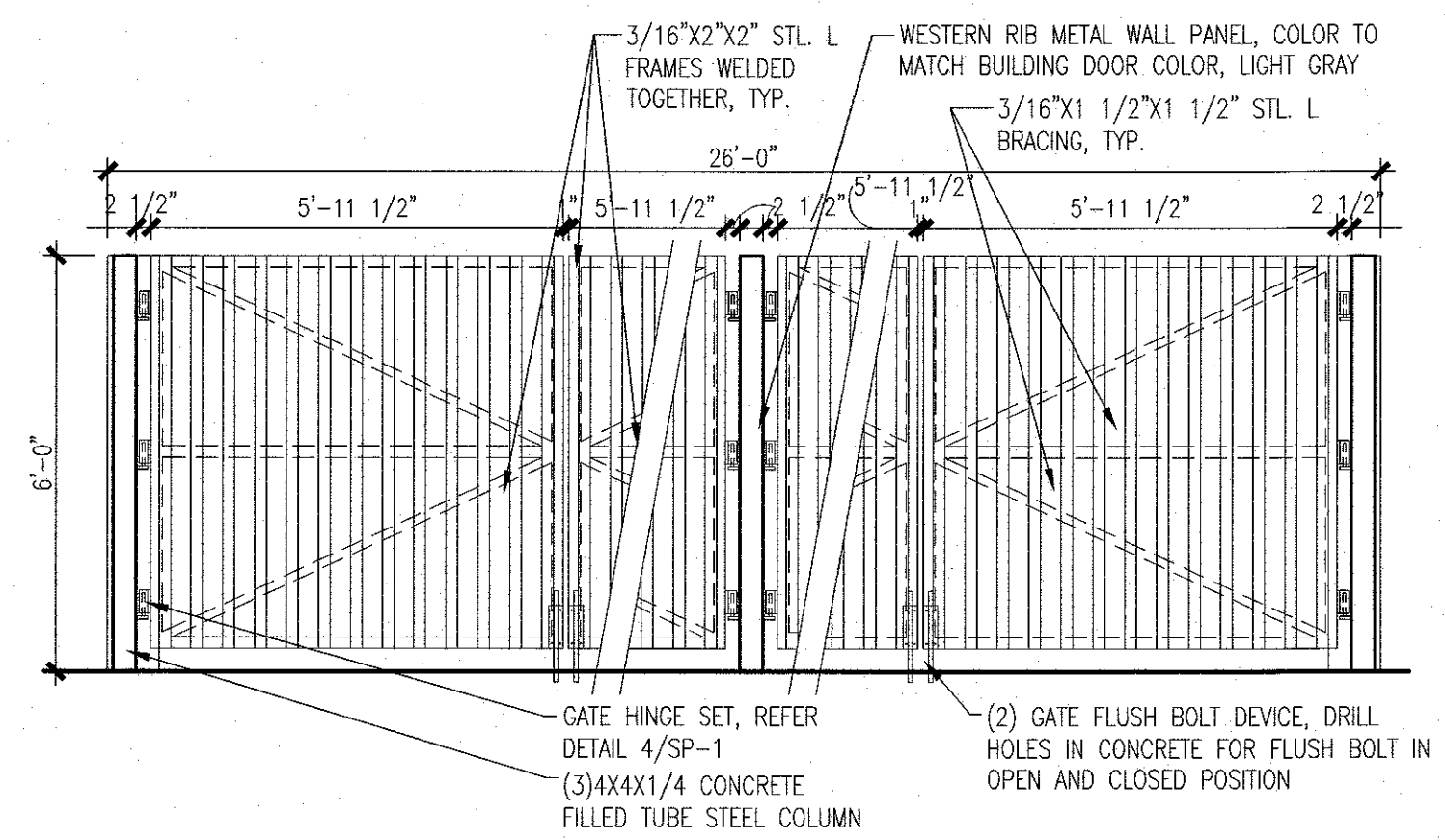
N

Gray Shading
Represents Area Outside
of the City Limits

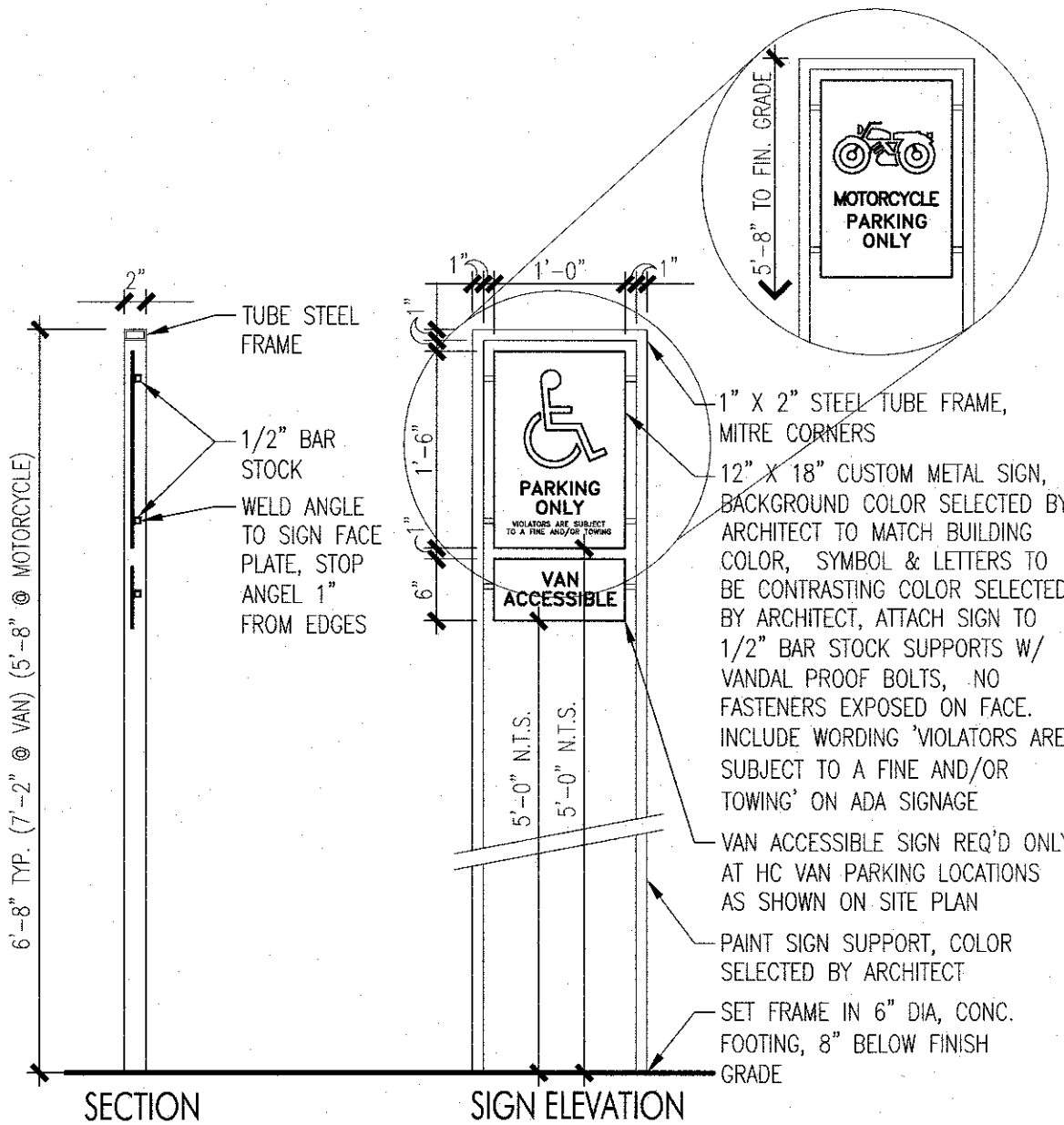
Zone Atlas Page:
B-18-Z

- 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

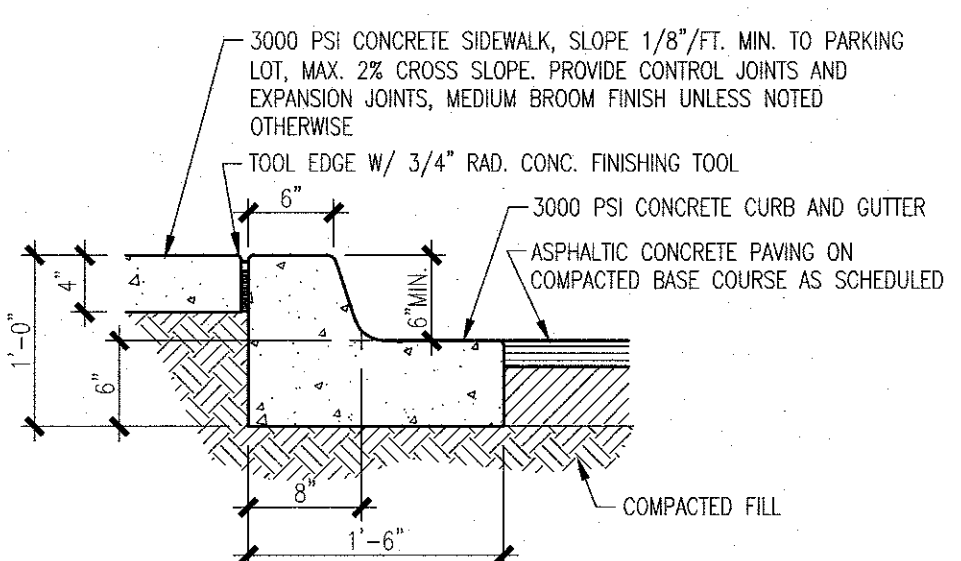
0 250 500 1,000 Feet



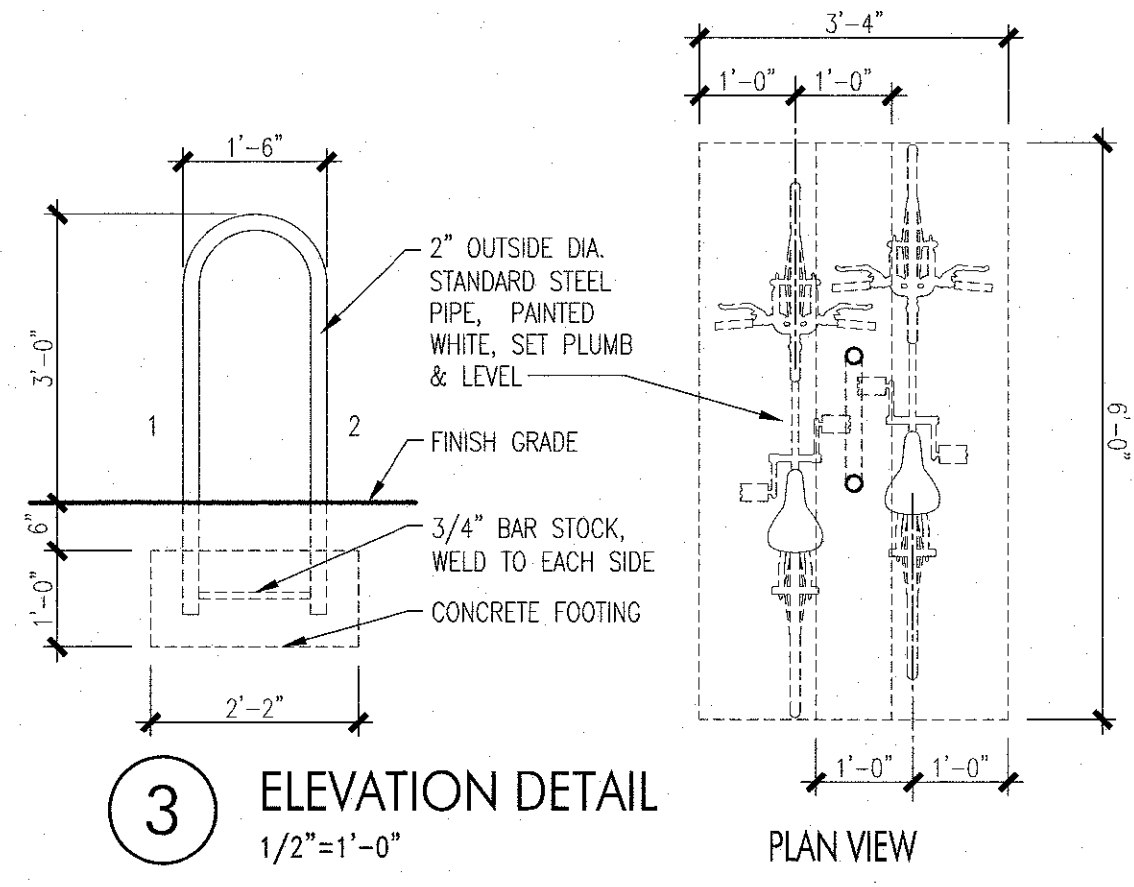
5 TRASH ENCLOSURE ELEVATION
3/8"=1'-0"



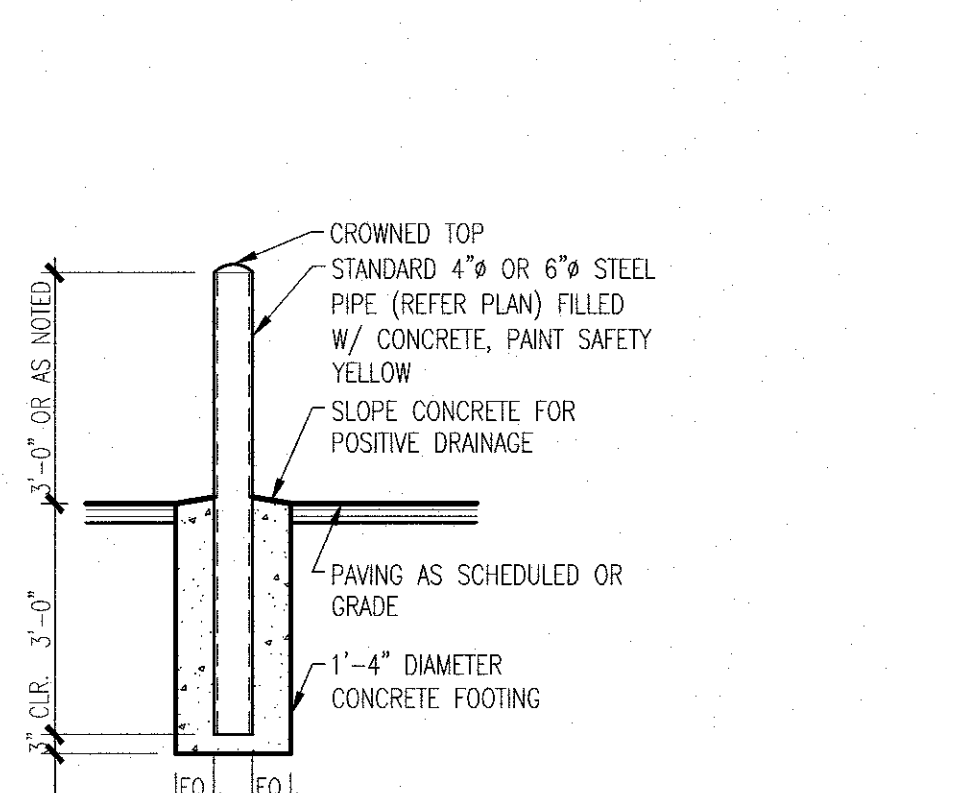
4 PARKING SIGNS
3/4"=1'-0"



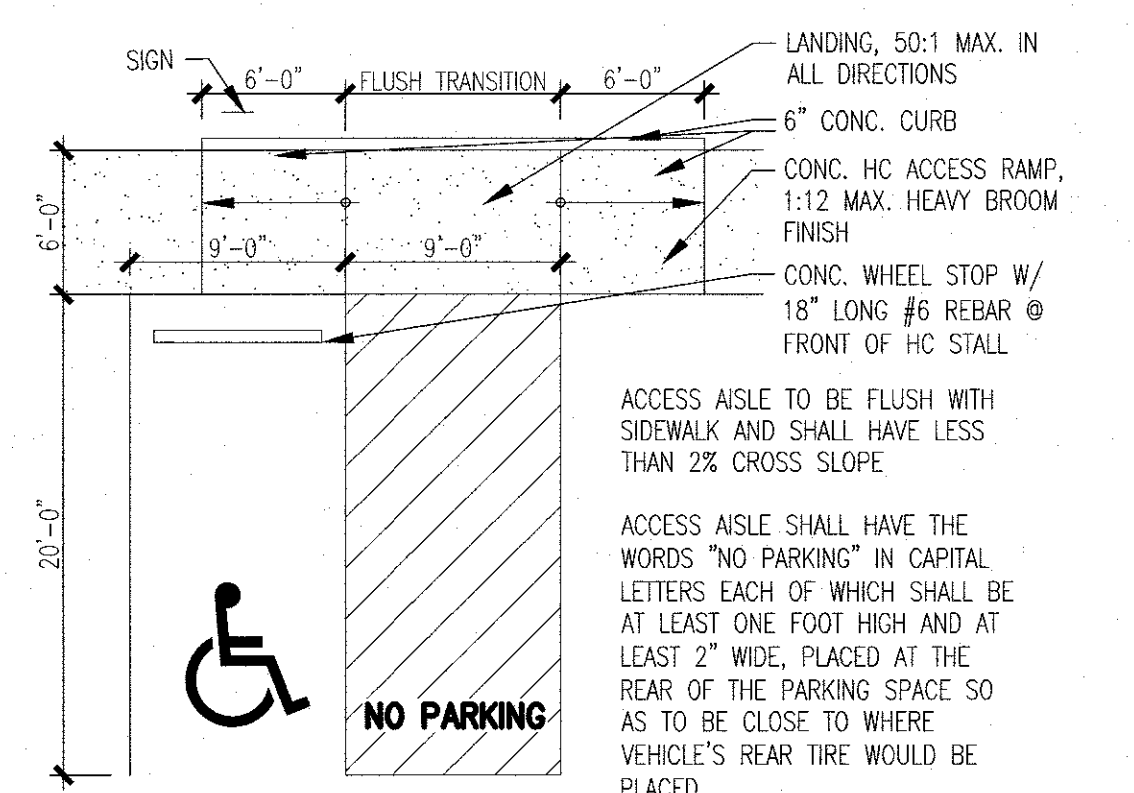
7 CURB/SIDEWALK DETAIL
1"=1'-0"



3 ELEVATION DETAIL
1/2"=1'-0"



6 BOLLARD DETAIL
1/2"=1'-0"



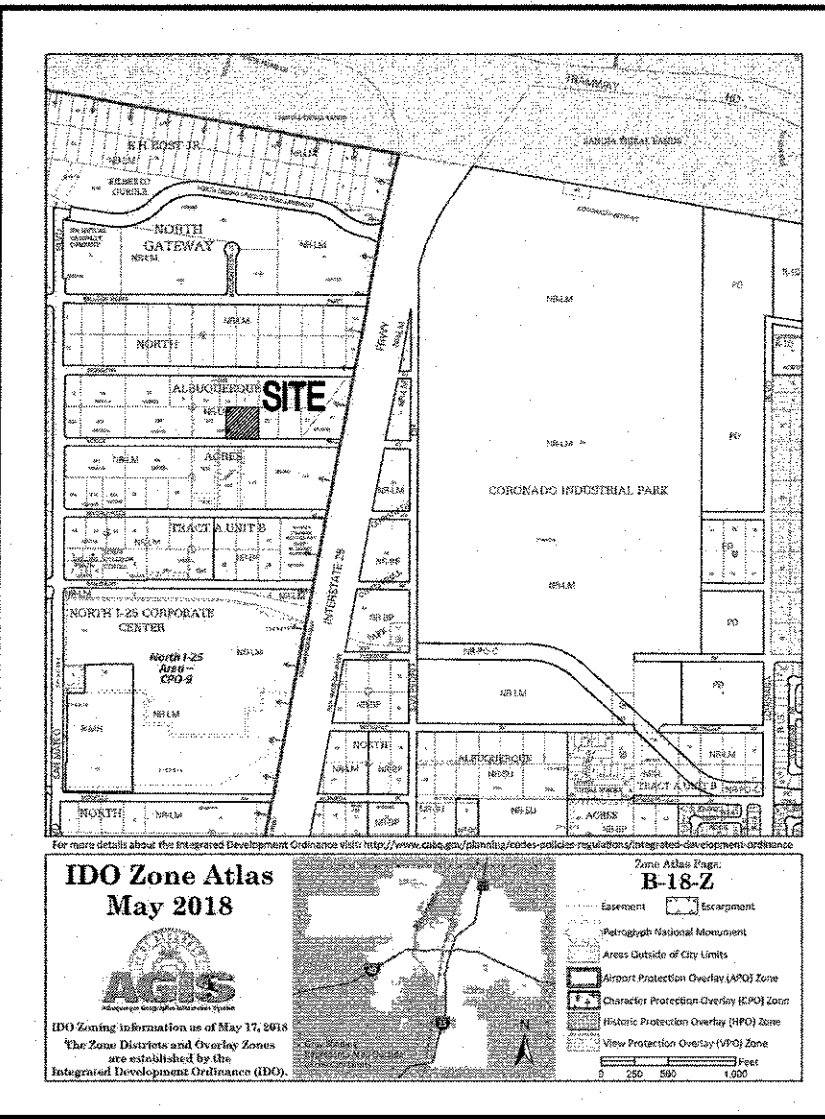
2 ACCESSIBLE PARKING
1/8"=1'-0"

KEYED NOTES

- 1 CONCRETE CURB, REFER DETAIL 7/SDP-1
- 2 (4) BICYCLE PARKING STALLS W/ 1' CLEAR ZONE AROUND STALL, REFER DETAIL 3/SDP-1
- 3 HC PARKING, RAMP & SIGN, REFER DETAILS 2&4/SDP-1
- 4 (1) 4'X20' MOTORCYCLE PARKING SPACE & SIGN, REFER DETAIL 4/SDP-1, PARKING SPACE SHALL HAVE THE LETTERS "MC" IN CAPITAL LETTERS, EACH OF WHICH SHALL BE AT LEAST ONE FOOT HIGH AND AT LEAST 2" WIDE PLACED AT THE REAR OF THE PARKING SPACE SO AS TO BE CLOSE TO WHERE VEHICLES REAR TIRE WOULD BE PLACED
- 5 2" ASPHALT PAVING OVER 4" BASE COURSE
- 6 SIDEWALK & RAMPS PER COA STD DWG 2430 & 2411
- 7 NEW ENTRANCE DRIVE PER COA STD DWG 2426
- 8 NEW REFUSE ENCLOSURE, REFER DETAIL 5/SDP-1

PROJECT INFORMATION

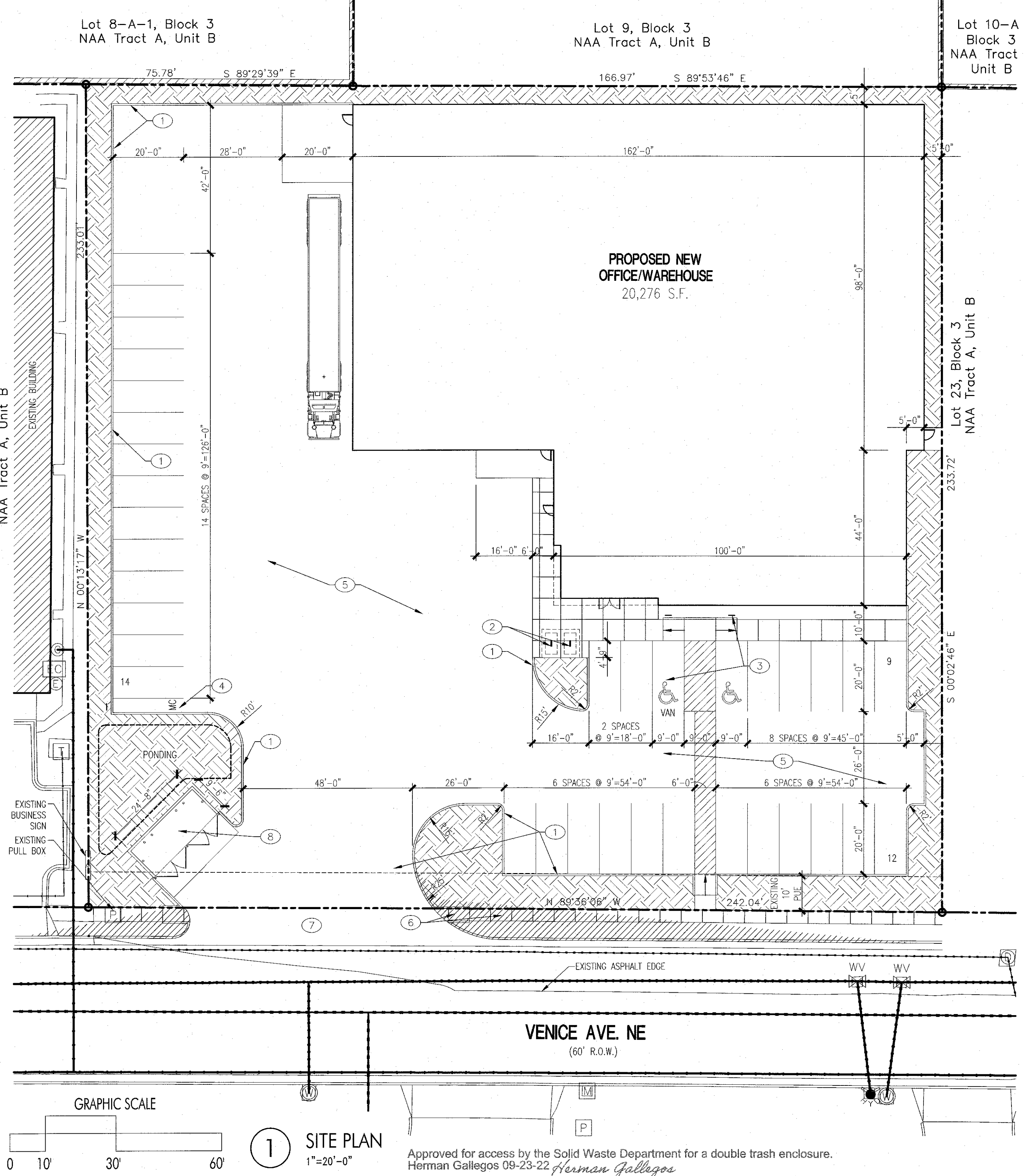
PROJECT: NEW OFFICE/WAREHOUSE
LOCATION: 5605 VENICE AVE., NE ALBUQUERQUE, NEW MEXICO
OWNER: GLASSRITE
ARCHITECT: TATE FISHBURN ARCHITECT
LEGAL DESCRIPTION: LOT 24-A, BLOCK 3, NORTH ALBUQUERQUE ACRES, TRACT A, UNIT B
CURRENT ZONING CLASSIFICATION: NR-BP
NET SITE AREA: 56,520 SF 1.2975 ACRES
BUILDING AREA: OFFICE 3,952 GSF, WAREHOUSE 16,324 GSF, 20,276 GSF
FAR: 35.9
PARKING ANALYSIS:
 OFF-STREET PARKING
 OFFICE 3,952 GSF 3.5:1000 = 14 SPACES
 WAREHOUSE 16,324 GSF NO REQUIREMENT
 TOTAL SPACES REQUIRED 14 SPACES
 TOTAL SPACES PROVIDED 24 SPACES
 HANICAP PARKING (1-25 PRVD) = REQUIRED 1 SPACE TOTAL (VAN) PROVIDED 1 SPACE TOTAL (VAN)
 MOTORCYCLE PARKING (1-25 RDQ) = REQUIRED 1 SPACE PROVIDED 1 SPACE
 BICYCLE PARKING REQUIRED 3 SPACES PROVIDED 4 SPACES



T A T E F I S H B U R N A R C H I T E C T

ARCHITECT SEAL

TATE FISHBURN
REGISTERED ARCHITECT
NEW MEXICO
2022-2022



1 SITE PLAN
1"=20'-0"

PROJECT NO. XX-XXXX-XXXXX
APPLICATION NO. XX-XXXX-XXXXX-SITE PLAN

THIS PLAN IS CONSISTENT WITH THE SPECIFIC SITE DEVELOPMENT PLAN APPROVED BY THE EPC, DATED _____ AND THE FINDINGS AND CONDITIONS IN THE OFFICIAL NOTIFICATION OF DECISION ARE SATISFIED.

IS AN INFRASTRUCTURE LIST REQUIRED? () YES () NO
 IF YES, THEN A SET OF APPROVED DRG PLANS WITH A WORK ORDER IS REQUIRED FOR ANY CONSTRUCTION WITHIN PUBLIC RIGHT-OF-WAY OR FOR CONSTRUCTION OF PUBLIC IMPROVEMENTS.
 DRB SITE DEVELOPMENT PLAN FOR BUILDING PERMIT: _____

TRAFFIC ENGINEER, TRANSPORTATION DIVISION	DATE
ABCWUA	DATE
PARKS & RECREATION DEPARTMENT	DATE
CITY ENGINEER/HYDROLOGY	DATE
CODE ENFORCEMENT	DATE
ENVIRONMENTAL HEALTH DEPARTMENT (CONDITIONAL)	DATE
Herman Gallegos / <i>Herman Gallegos</i>	09-23-22
DRB CHAIRPERSON, ALBUQUERQUE PLANNING DEPARTMENT	DATE
ENVIRONMENTAL HEALTH, IF NECESSARY	DATE

- LEGEND**
- PROPERTY LINE
 - EASEMENT LINE
 - LANDSCAPED AREA
 - PONDING PONDING AREA
 - SITE DISTANCE AND SITE TRIANGLE BASED ON COA DPM 7-4(1)(5)(iii) and 7-4(1)(5)(iv), LANDSCAPING AND SIGNAGE WILL NOT INTERFERE WITH CLEAR SIGHT REQUIREMENTS, THEREFORE SIGNS, WALLS, TREES, AND SHRUBBERY BETWEEN 3 AND 8 FEET TALL (AS MEASURED FROM THE GUTTER PAN) WILL NOT BE ACCEPTABLE IN THE CLEAR SITE TRIANGLE.
 - HANICAP PARKING PAVEMENT MARKING
 - EXISTING FIRE HYDRANT

GENERAL NOTES

1. THIS SITE PLAN MEETS THE REQUIREMENTS OF THE JOURNAL CENTER MASTER PLAN. THE IDO WILL APPLY TO ANY REQUIREMENTS NOT SPECIFIED IN THE JOURNAL CENTER MASTER PLAN.
2. ALL SITE LIGHTING SHALL COMPLY WITH IDO SECTION 14-16-5-8. OUTDOOR AND SITE LIGHTING.
3. PLACEMENT OF FIXTURES & STANDARDS SHALL CONFORM TO STATE & LOCAL SAFETY & ILLUMINATION REQUIREMENTS.
4. ALL LIGHT FIXTURES SHALL BE FULLY SHIELDED HORIZONTAL LAMPS WITH NO LIGHT, LENS OR BULB PROTRUDING BELOW THE BOTTOM OF THE CUT-OFF FIXTURE IN ORDER THAT NO FLUENT LIGHT SHALL ESCAPE BEYOND THE PROPERTY LINE AND NO SITE LIGHTING LIGHT SOURCE SHALL BE VISIBLE FROM THE SITE PERIMETER.
5. ROOF TOP AND GROUND MOUNTED EQUIPMENT SHALL BE SCREENED FROM THE PUBLIC VIEW BY MATERIALS OF THE SAME NATURE AS THE BUILDING'S BASIC MATERIALS. THE TOP OF ALL ROOFTOP EQUIPMENT SHALL BE BELOW THE TOP OF THE PARAPET OR SCREENED FROM VIEW FROM PUBLIC RIGHTS-OF-WAY AND THE SITE ACCESS EASEMENT.
6. SITE HANICAP RAMPS SHALL BE BUILT BY COA STANDARD DRAWING #2441.

Approved for access by the Solid Waste Department for a double trash enclosure.
 Herman Gallegos 09-23-22 *Herman Gallegos*

GLASS-RITE
NEW OFFICE/WAREHOUSE
5605 VENICE AVE., NE
ALBUQUERQUE, NEW MEXICO

DATE: SEPTEMBER 22, 2022
 SCALE: 1"=20'-0" OR AS NOTED
 DRAWING NAME: SITE DEVELOPMENT PLAN
 SHEET NUMBER: SDP-1

EXTERIOR FINISHES

CMU- COLOR FIELD - INTEGRALLY COLORED LIGHT GRAY
 CMU- ACCENT BANDS - INTEGRALLY COLORED DARK GRAY
 STUCCO- DARK GRAY
 ALUMINIUM WINDOW FRAMES- CLEAR ANODIZED
 WINDOW GLAZING- 1" TINTED INSULATED
 TINT COLOR- SOLAR GRAY
 OVERHEAD & HM DOORS- LIGHT GRAY

ALL BUILDING MOUNTED LIGHT FIXTURES SHALL BE FULLY SHIELDED HORIZONTAL LAMPS WITH NO LIGHT, LENS OR BULB PROTRUDING BELOW THE BOTTOM OF THE CUT-OFF FIXTURE IN ORDER THAT NO FLUIGTIVE LIGHT SHALL ESCAPE BEYOND THE PROPERTY LINE AND NO SITE LIGHTING LIGHT SOURCE SHALL BE VISIBLE FRO THE SITE PERIMETER.

ALL BUILDING MOUNTED SIGNAGE TO BE LIGHTED EITHER INTERNALLY OR EXTERNALLY. ANY LIGHTING FOR SIGNAGE SHALL CONFORM TO NIGHT SKIES ACT. SIGNAGE MATERIAL TO BE EITHER RAISED METAL LETTERING OR TRANSLUCENT LEXAN PANELS OF ANY COLOR. NO BOX SIGNAGE ALLOWED. INDIVIDUAL RAISED LETTERS ONLY.

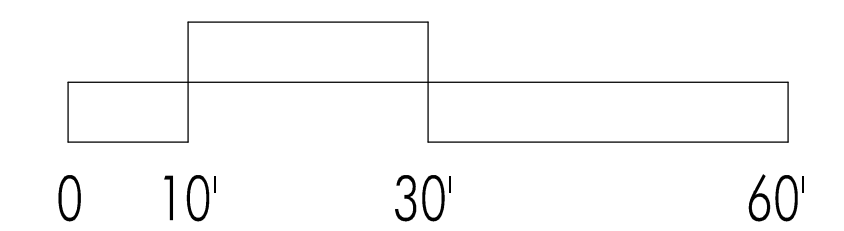
NOTE: SIGNAGE MAY BE AMENDED PROVIDED IT COMPLIES WITH THE JOURNAL CENTER 2 MASTERPLAN REGULATIONS.

NOTE: ALL ROOFTOP EQUIPMENT SHALL BE SCREENED FROM VIEW FROM ALL PROPERTY LINES BY PARAPETS.

BUILDING SIGNAGE CALCS:

SOUTH ELEVATION- BLDG. AREA-4,212 S.F. SIGNAGE- 150 S.F.
 150 / 4,212 = 2.8%

GRAPHIC SCALE



T A T E F I S H B U R N
 A R C H I T E C T

ARCHITECT SEAL



ENGINEER SEAL

PROJECT

GLASS-RITE
 NEW OFFICE/WAREHOUSE
 5605 VENICE AVE., NE
 ALBUQUERQUE, NEW MEXICO

REVISIONS

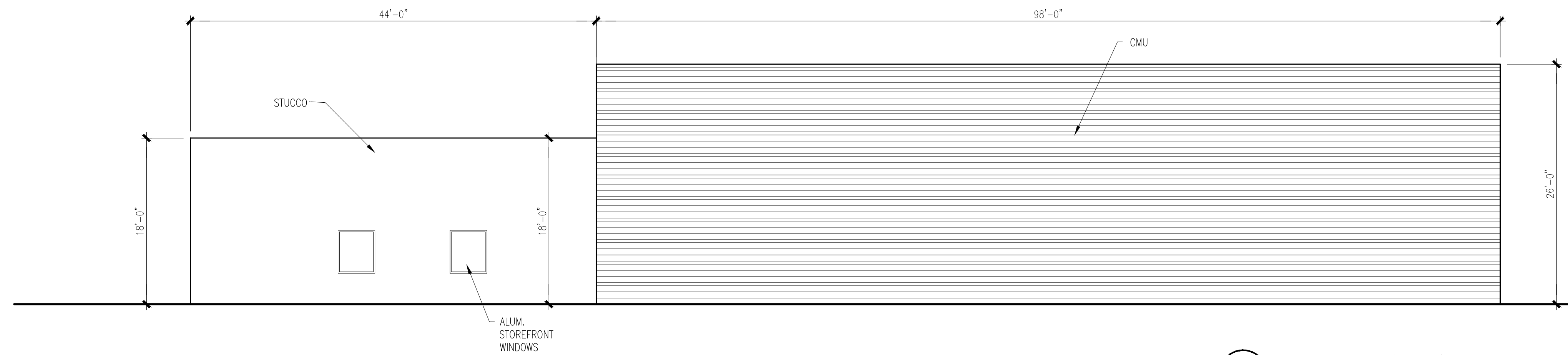
DATE JANUARY 23, 2023

SCALE
 1/8" = 1'-0"
 OR AS NOTED

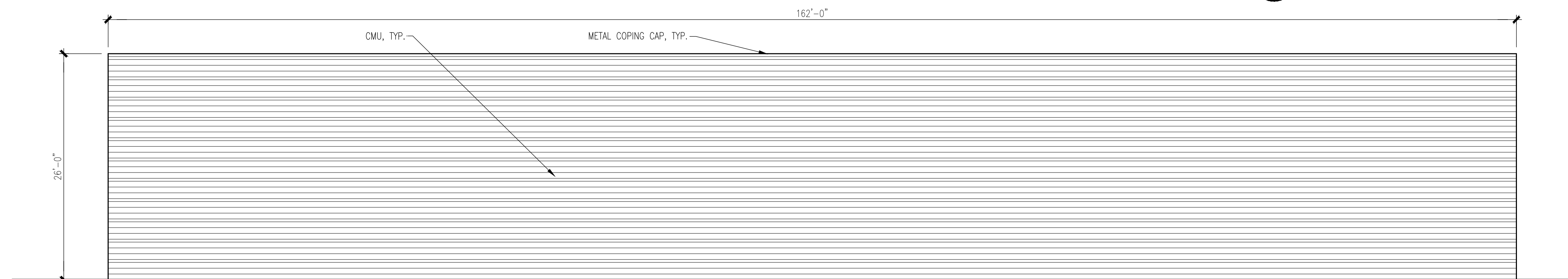
DRAWING NAME
 BUILDING ELEVATIONS

SHEET NUMBER

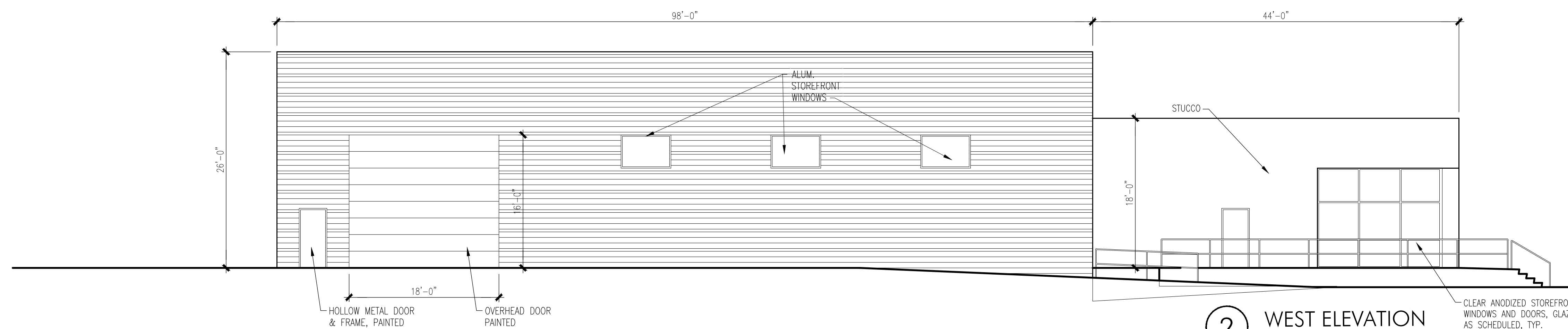
SDP-2



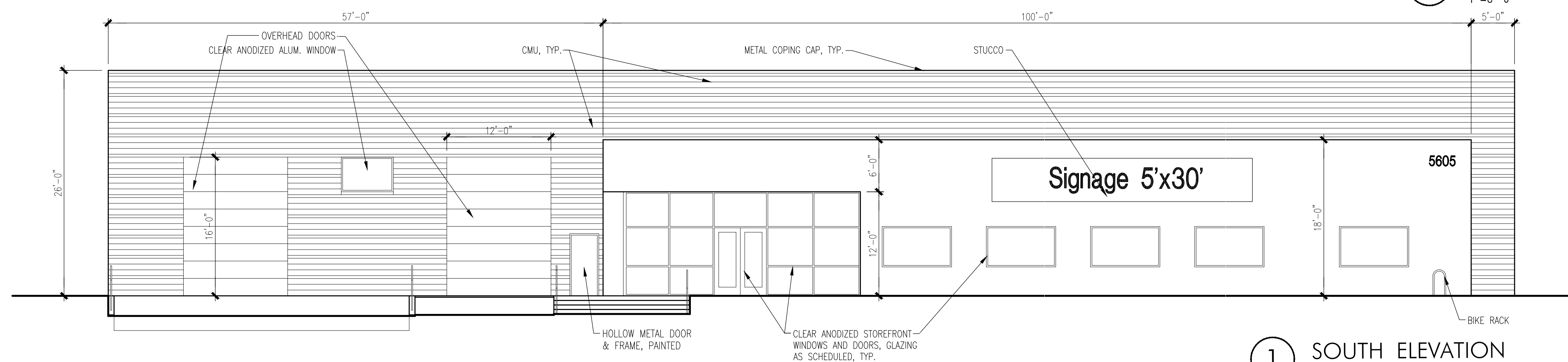
④ EAST ELEVATION
 1"=8'-0"



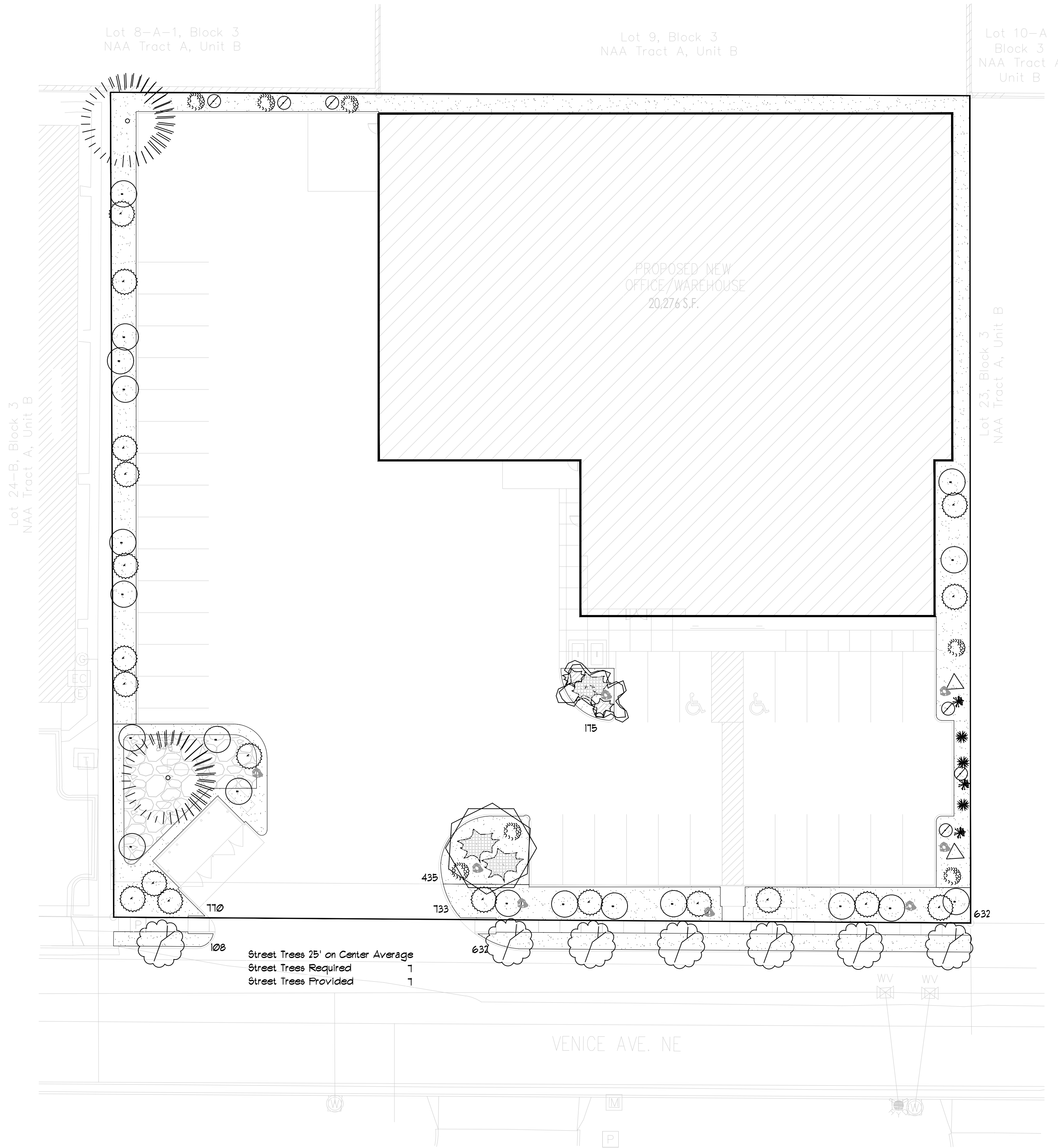
③ NORTH ELEVATION
 1"=8'-0"



② WEST ELEVATION
 1"=8'-0"



① SOUTH ELEVATION
 1"=8'-0"



Street Trees 25' on Center Average
 Street Trees Required 1
 Street Trees Provided 1

LANDSCAPE LEGEND

QTY	SIZE	COMMON/BOTANICAL			H2O USE
Trees					
2	6 - 8'	Austrian Pine <i>Pinus nigra</i>	35x25	625	1250 M
1	2" Cal 6-8"	Crape Myrtle <i>Lagerstroemia indica</i> Multi Trunk, Tree Form, Red	20x20	400	400 M
1	2" Cal 6-8"	Oklahoma Redbud <i>Cercis reniformis</i>	15x12	144	1008 M
1	2" Cal 6-8"	Desert Willow <i>Chilopsis linearis</i>	20x25	625	625 M
11	TOTAL TREE COVERAGE				3283

QTY	SIZE	COMMON/BOTANICAL			H2O USE
Shrubs & Groundcovers					
1	5 Gal	India Hawthorne <i>Raphiolepis indica</i>	3x6	36	252 M
19	5 Gal	Apache Plums <i>Fallugia paradoxa</i>	6x7	49	931 L
19	5 Gal	Chamisa <i>Chrysothamnus nauseosus</i>	6x7	49	931 L
6	5 Gal	Blue Mist <i>Panicum virgatum</i> 'Rotstrahlbusch'	4x4	16	96 L
3	5 Gal	Buffalo Juniper <i>Juniperus sabina</i> 'Buffalo'	1x12	144	432 M
2	5 Gal	Butterfly Bush <i>Buddleia davidii</i>	5x7	49	98 M
3	5 Gal	Dwarf Fountain Grass <i>Pennisetum alopecuroides</i> 'Hamelin'	2x2	4	12 M
3	5 Gal	Karl Foerster Grass <i>Calamagrostis acutiflora</i> 'Karl Foerster'	25x3	9	27 M
2	5 Gal	Carpet Roses <i>Rosa</i> 'Red Flower Carpet'	2x3	9	18 L
64	TOTAL SHRUBS				2191
8	2-3cf	Boulders Bury 1/3, Moss Rock or Equal			
3485	Landscape Gravel / Filter Fabric 3/4" Crushed Grey				
849	Oversize Landscape Gravel / Filter Fabric 2-4" Blue Saiz				
4334	Total Landscape Area				

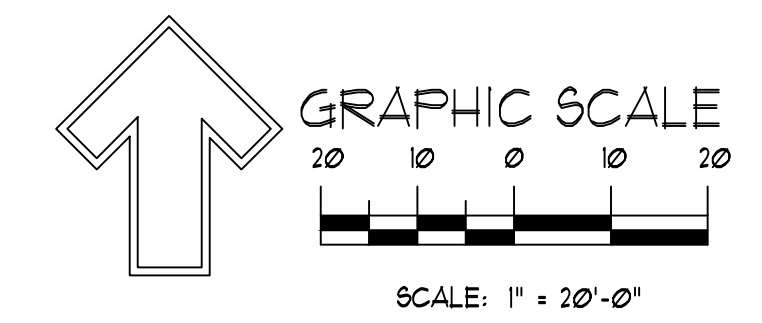
LANDSCAPE NOTES:
 Landscape maintenance shall be the responsibility of the Property Owner. The Property Owner shall maintain street trees and shrubs in a living, healthy, and attractive condition.

Water management is the sole responsibility of the Property Owner. All landscaping will be in conformance with the City of Albuquerque Zoning Code. In general, water conservative, environmentally sound landscape principles will be followed in design and installation.

Landscape Gravel over Filter Fabric to a minimum depth of 3" shall be placed in all landscape areas, unless otherwise specified.

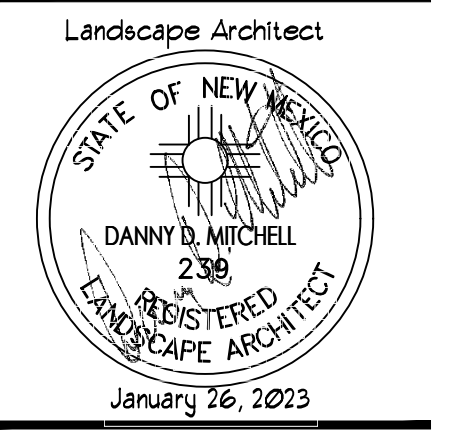
LANDSCAPE CALCULATIONS

TOTAL LOT AREA (sf)	51569
TOTAL BUILDING AREA (sf)	-20216
TOTAL LOT AREA (sf)	31293
LANDSCAPE REQUIREMENT	X .15
TOTAL LANDSCAPE REQUIRED	4694
TOTAL ON-SITE LANDSCAPE PROVIDED	4334
TOTAL GROUNDCOVER REQUIRED	1300
TOTAL GROUNDCOVER PROVIDED	2191
TOTAL LIVE PLANTS REQUIRED	3251
TOTAL LIVE PLANTS PROVIDED	6080



Mitchell Associates, inc
 Landscape Architecture
 Danny Mitchell
 danny@mitchellassociatesinc.com 505.639.9583

TATEFISHBURN
 ARCHITECT



ENGINEER SEAL

PROJECT

GLASS-RITE
 NEW OFFICE/WAREHOUSE
 5605 VENICE AVE NE
 ALBUQUERQUE, NEW MEXICO

REVISIONS

DATE JANUARY 26, 2023

NORTH SCALE
 1" = 20'-0"
 OR AS NOTED

DRAWING NAME

Landscape Plan

SHEET NUMBER

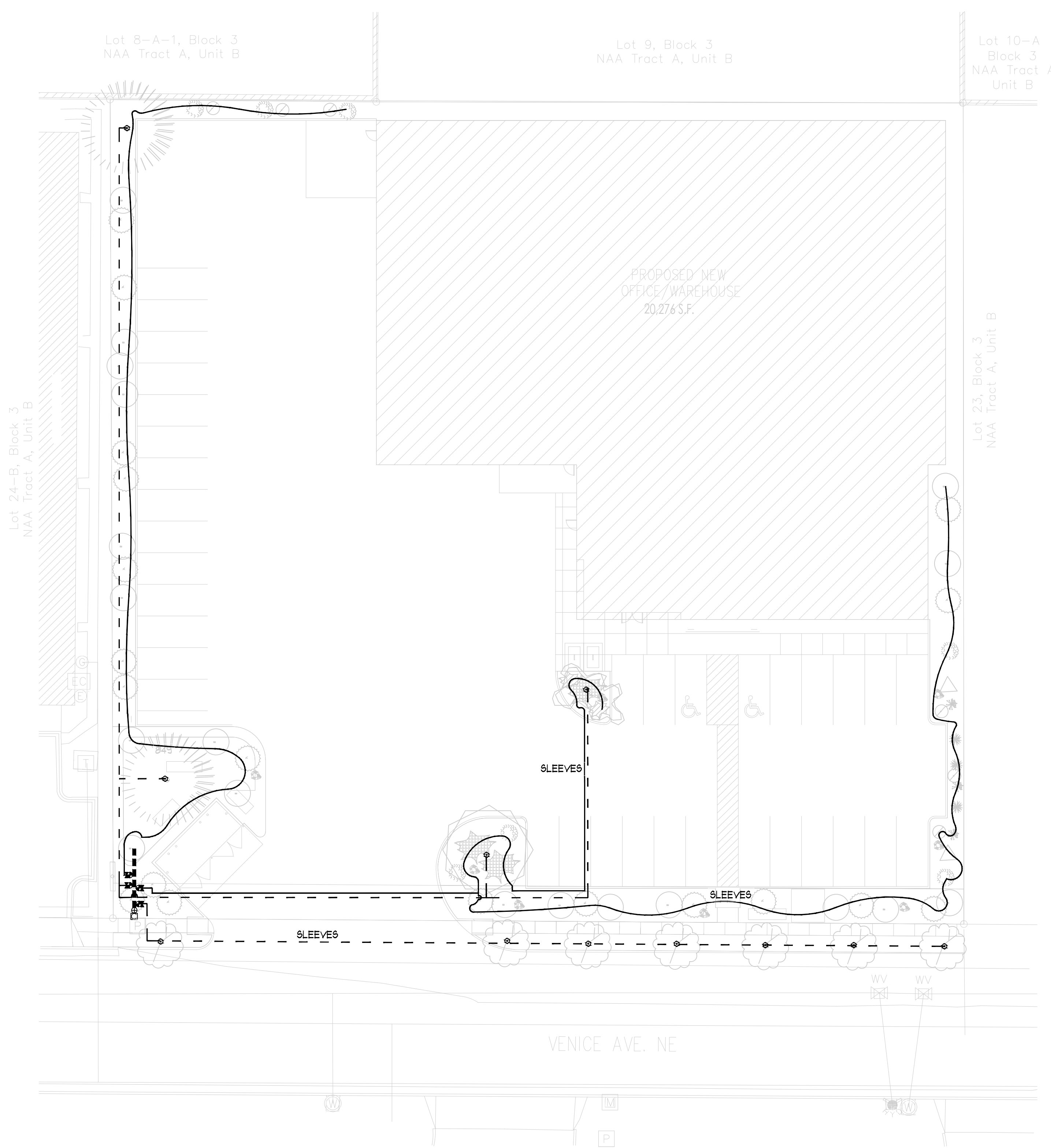
LS101

BOX 2941 CORRALES NEW MEXICO 87048 PHONE 505.639.9336 FAX 505.639.9328

TATEFISHBURN
ARCHITECT

Landscape Architect

ENGINEER SEAL



IRRIGATION LEGEND

COMPONENT	MANUFACTURER	SIZE / NOTES
□ POINT OF CONNECTION, PROVIDED BY OTHERS	SEE CIVIL PLANS	
□ IRRIGATION CONTROLLER	HUNTER	Smart Controller
I BACKFLOW PREVENTION DEVICE	FEBCO (OR EQUAL)	1 1/2" RPA / Freeze Protection Required
⊕ MASTERVALVE ASSEMBLY	HUNTER	1 1/2"
— MAINLINE	Sch 40 PVC	1 1/2"
— ELECTRIC ZONE VALVE	HUNTER	1" Top
— SLEEVES	Class 200 PVC	2 SIZES LARGER THAN PIPE TO BE SLEEVED.
— Drip Line, Tree Netafin Rings	Class 200 PVC	
— Drip Line, Shrub Drip Emitter Line	Polypipe	
⊙ Netafin Spiral Tree Irrigation	RAINBIRD,	SEE DETAIL

Size Equipment as Required for Flow Rate

IRRIGATION NOTES

- CONTRACTOR SHALL VERIFY ALL DIMENSIONS, ELEVATIONS, EQUIPMENT QUANTITIES, AND UTILITY LOCATIONS PRIOR TO BEGINNING WORK.
- CONTRACTOR SHALL NOTIFY LANDSCAPE ARCHITECT OF ANY DISCREPANCIES IN PLANS OR SPECIFICATIONS PRIOR TO BEGINNING OR CONTINUING WORK.
- THE IRRIGATION CONTRACTOR SHALL MAKE NO SUBSTITUTIONS, DELETIONS, OR ADDITIONS TO THIS PLAN WITHOUT APPROVAL OF THE LANDSCAPE ARCHITECT.
- ALL CONSTRUCTION SHALL CONFORM TO CITY, COUNTY, STATE, AND FEDERAL REQUIREMENTS. IT SHALL BE THE RESPONSIBILITY OF THE IRRIGATION CONTRACTOR TO ENSURE THAT ALL IRRIGATION EQUIPMENT MEETS GOVERNMENT REGULATIONS, CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR OBTAINING ANY NECESSARY PERMITS OR APPROVALS.
- THIS PLAN IS SCHEMATIC AND DUE TO THE NATURE OF CONSTRUCTION SLIGHT FIELD MODIFICATIONS MAY BE NECESSARY TO IMPLEMENT PLAN.
- IRRIGATION SYSTEMS CONNECTED TO POTABLE WATER SUPPLY, SHALL HAVE A BACKFLOW PREVENTER INSTALLED.
- IRRIGATION LATERAL LINES, MAIN LINES AND EQUIPMENT MAY BE SHOWN OUTSIDE PROPERTY LINES ON THIS PLAN, ALL IRRIGATION LINES AND EQUIPMENT ARE TO BE WITHIN AND INSTALLED WITHIN THE LIMITS OF THE PROPERTY LINE.
- ALL IRRIGATION SLEEVING TO BE THE RESPONSIBILITY OF THE IRRIGATION CONTRACTOR. ELECTRICAL WIRES FOR IRRIGATION VALVES AND IRRIGATION LINES ARE TO BE PLACED IN SEPARATE SLEEVES. SEE SLEEVING DETAIL.
- SUPPLY LINE AND WATER METER TO BE PROVIDED BY OWNER. BACKFLOW PREVENTER TO BE PROVIDED BY IRRIGATION CONTRACTOR. IRRIGATION CONTRACTOR'S POINT OF CONNECTION TO BEGIN DOWNSTREAM OF THE IRRIGATION WATER METER.

PROJECT

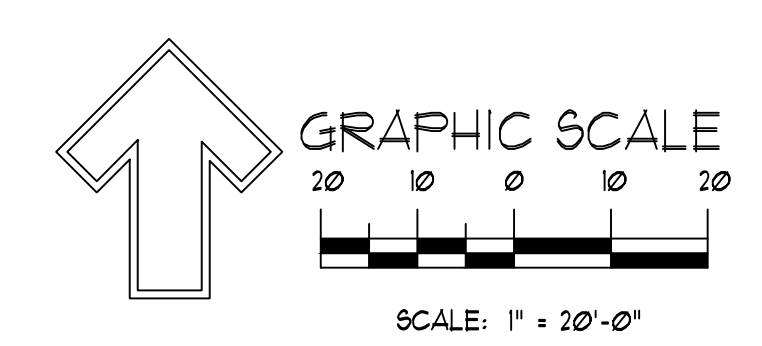
GLASS-RITE
NEW OFFICE/WAREHOUSE
5605 VENICE AVE NE
ALBUQUERQUE, NEW MEXICO

REVISIONS

DATE JANUARY 26, 2023

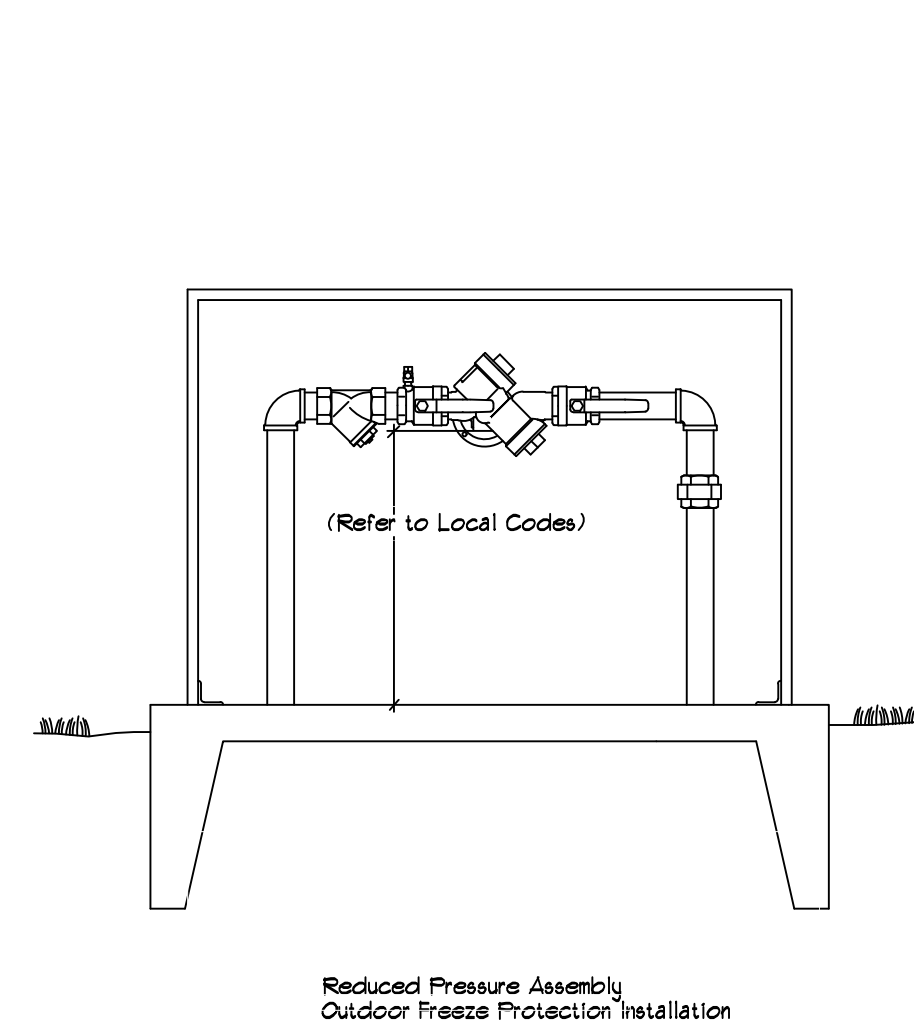
NORTH SCALE
1" = 20'-0"
OR AS NOTED

DRAWING NAME



Mitchell Associates, inc
Landscape Architecture
Danny Mitchell
danny@mitchellassociatesinc.com
505.639.9583

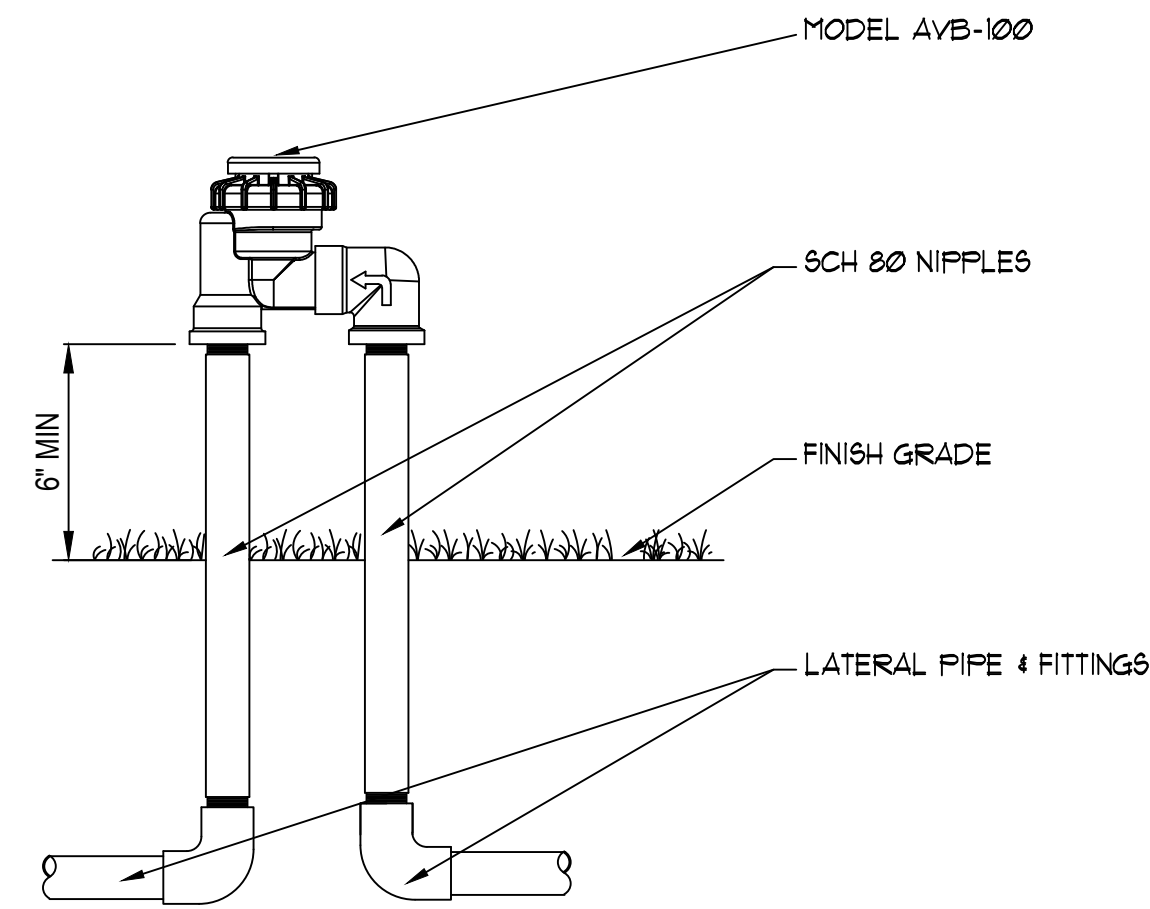
Irrigation Plan
SHEET NUMBER
LS102



Reduced Pressure Assembly
Outdoor Freeze Protection Installation

RPA, HOTBOX TYP.

N.T.S.



NOTE:
ATMOSPHERIC VACUUM BREAKERS SHOULD BE INSTALLED 6 - 12" ABOVE THE HIGHEST SPRINKLER HEAD WITHIN THE ZONE, OR, ACCORDING TO LOCAL CODE.

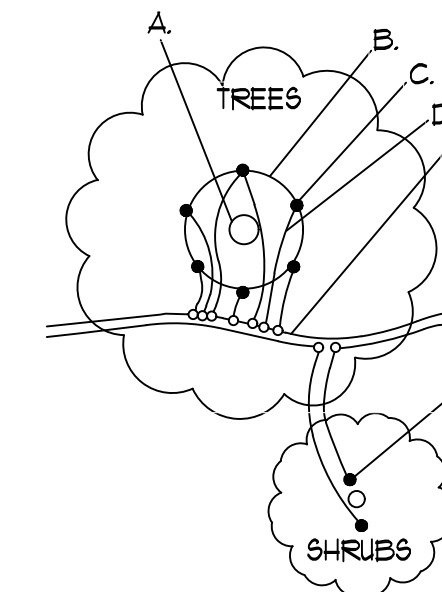
NOTES:

1. INSTALLATION TO BE COMPLETED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS.
2. DO NOT SCALE DRAWINGS.
3. CONTRACTORS NOTE: FOR PRODUCT AND COMPANY INFORMATION VISIT www.CADdetails.com/info REFERENCE NUMBER 301-025n.

VALVES: AVB VALVES

AVB W/ SCH 80 NIPPLE RISERS

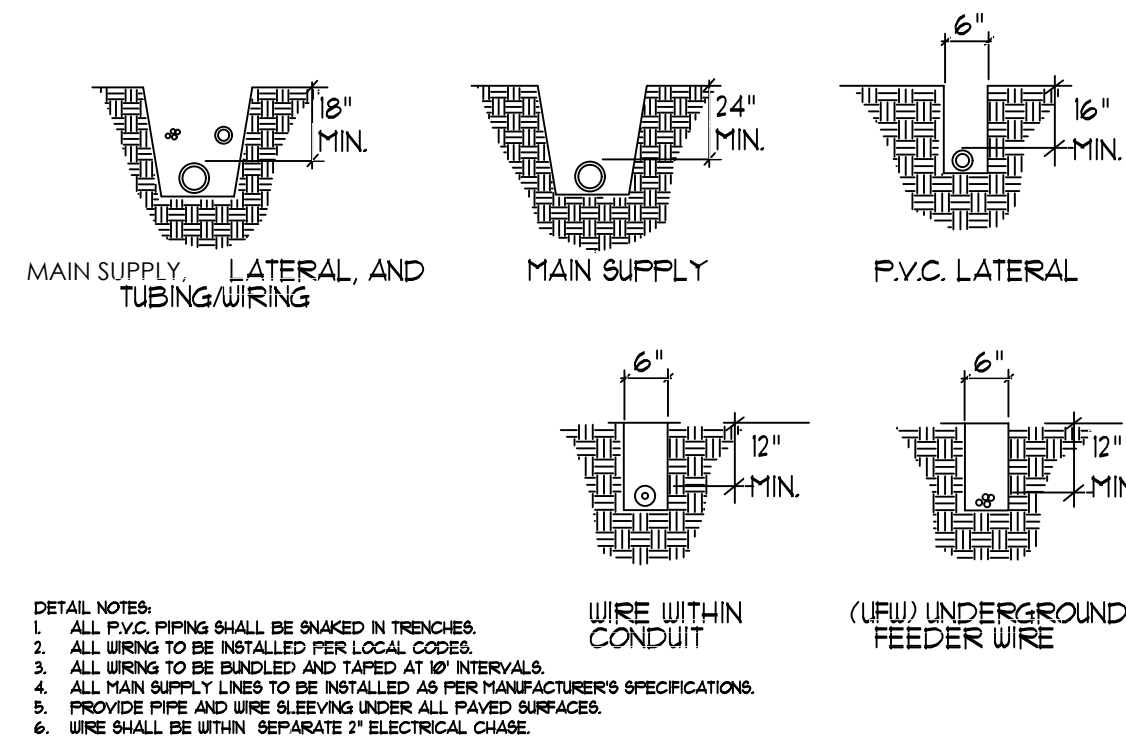
N.T.S.



- A. TREE TRUNK/ROOT CROWN
 - B. 24" CIRCLE FROM TRUNK
 - C. EMITTERS
 - D. 1/8" DISTRIBUTION LINE
 - E. PE DRIPLINE
 - F. EMITTER PLACED WITHIN 6" OF PLANT STEM
- NOTE: PLACE EMITTER ABOVE PLANT ON SLOPE

EMITTER PLACEMENT DETAIL

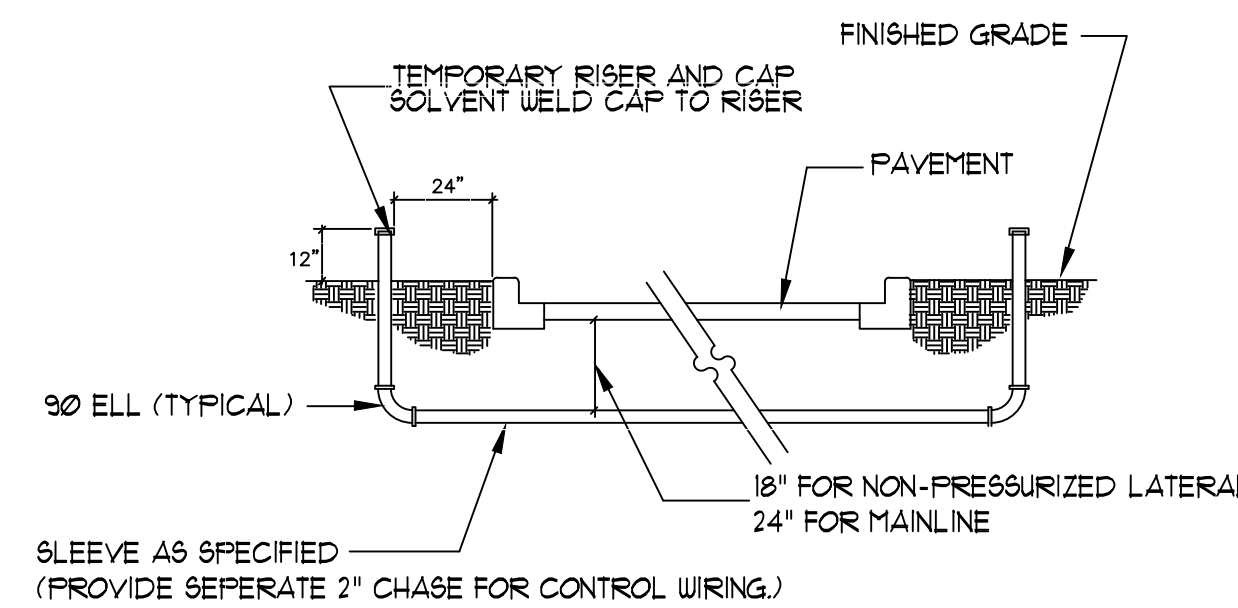
N.T.S.



- DETAIL NOTES:
1. ALL PVC PIPING SHALL BE SNAKED IN TRENCHES.
 2. ALL WIRING TO BE INSTALLED PER LOCAL CODES.
 3. ALL WIRING TO BE BUNDLED AND TAPED AT 18" INTERVALS.
 4. ALL MAIN SUPPLY LINES TO BE INSTALLED AS PER MANUFACTURER'S SPECIFICATIONS.
 5. PROVIDE PIPE AND WIRE SLEEVING UNDER ALL PAVED SURFACES.
 6. WIRE SHALL BE WITHIN SEPARATE 2" ELECTRICAL CHASE.

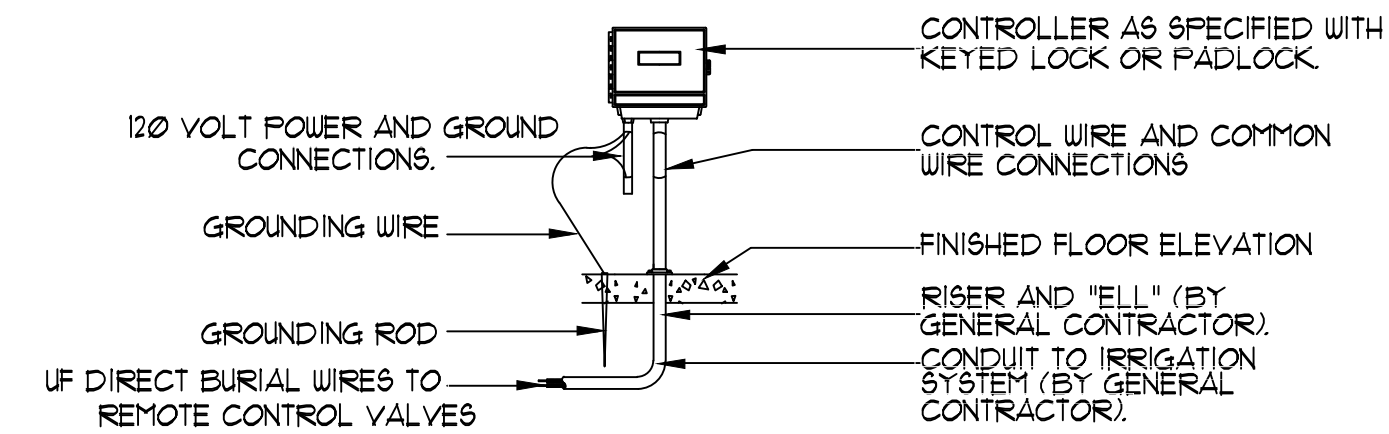
TRENCHING DETAIL

N.T.S.



SLEEVE INSTALLATION DETAIL

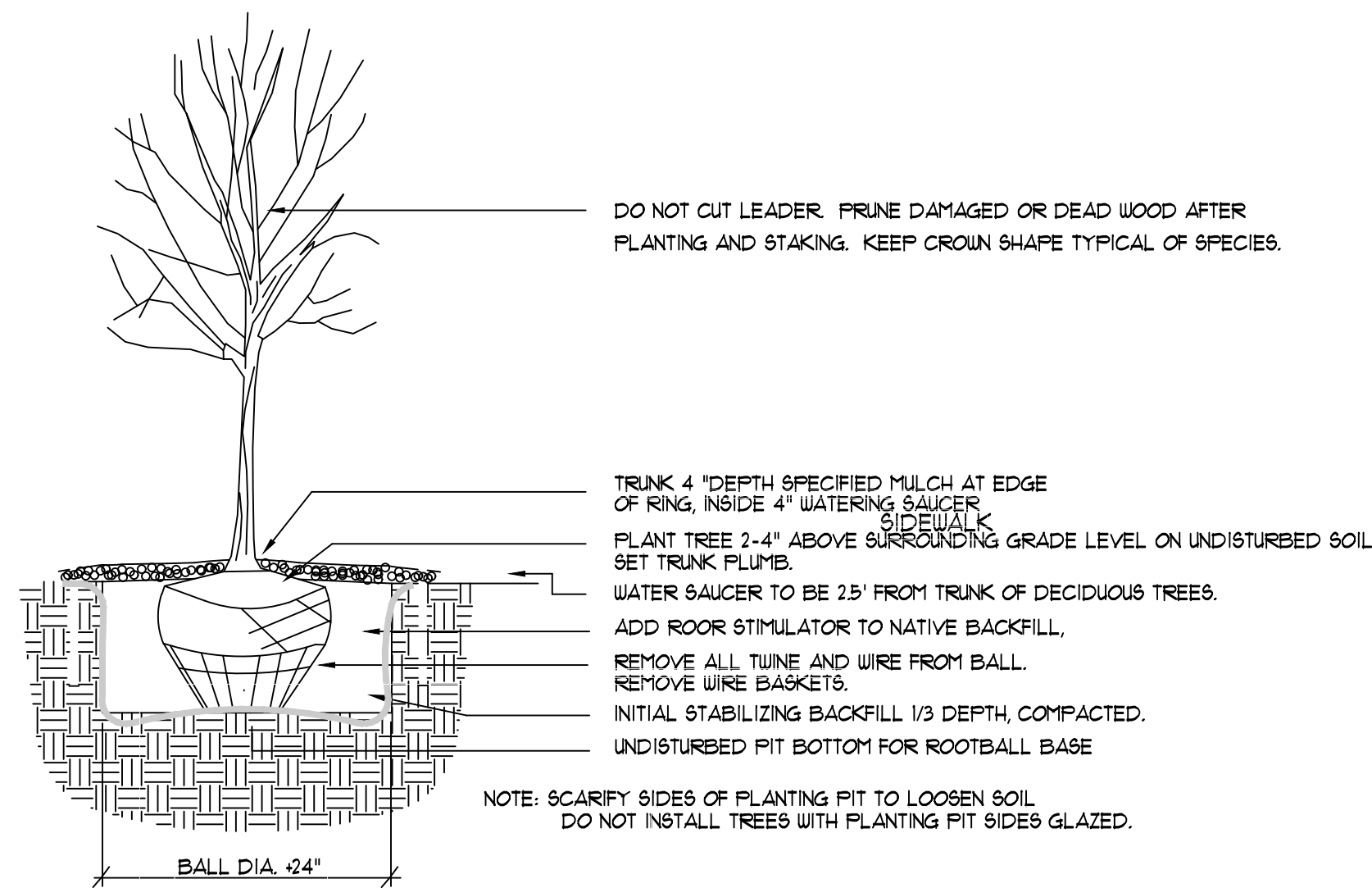
N.T.S.



- DETAIL NOTES:
1. ELECTRICAL POWER TO BE SUPPLIED BY OTHERS.
 2. ALL WIRING TO BE INSTALLED PER LOCAL CODES.
 3. SEE ELECTRICAL PLANS FOR LOCATION OF CONTROLLER.
 4. CONTROLLER TO BE MOUNTED APPROXIMATELY 5'-0" ABOVE FINISHED FLOOR ELEVATION.

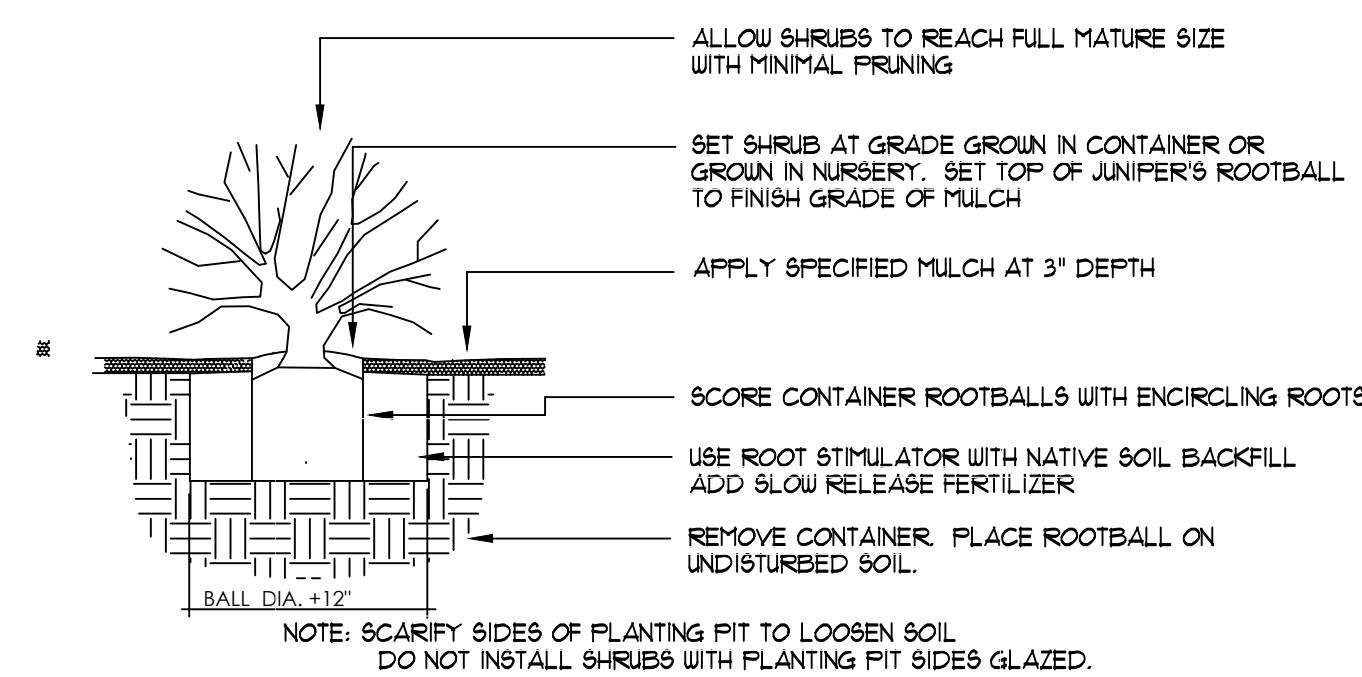
CONTROLLER DETAIL

N.T.S.



TREE PLANTING DETAIL

N.T.S.



SHRUB PLANTING DETAIL

N.T.S.

TATEFISHBURN
ARCHITECT

Landscape Architect



ENGINEER SEAL

PROJECT

GLASS-RITE
NEW OFFICE/WAREHOUSE
5605 VENICE AVE NE
ALBUQUERQUE, NEW MEXICO

REVISIONS

DATE JANUARY 26, 2023

NORTH SCALE

1"=20'-0"
OR AS NOTED

DRAWING NAME



danny@mitchellassociatesinc.com

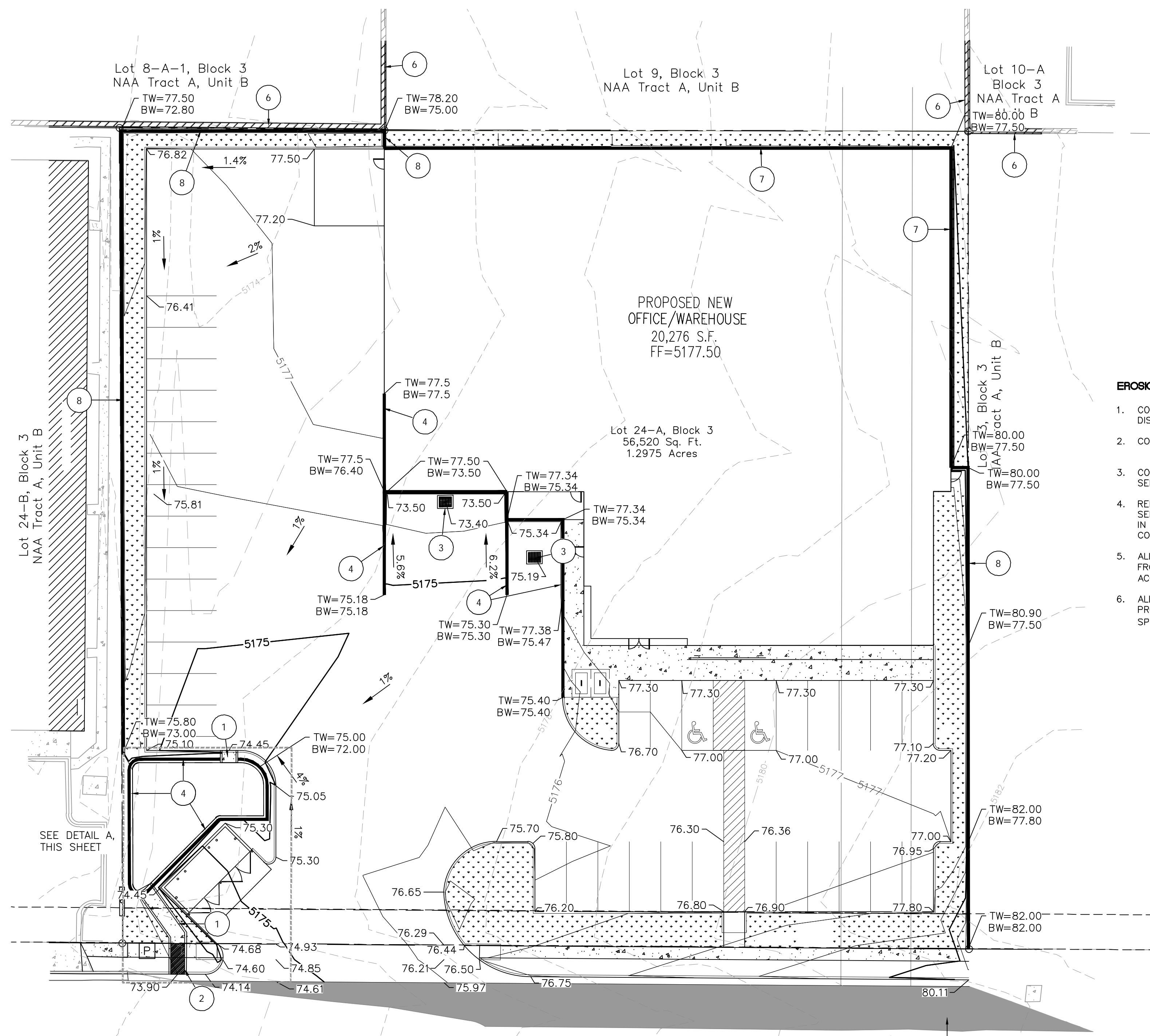
505.639.9583

Detail Sheet

SHEET NUMBER

LS103

BOX 2941 CORRALES NEW MEXICO 87048 PHONE 505 639 9336 FAX 505 639 9328



5605 Venice Ave NE

Weighted E Method

Zone:
Zone 2
Developed Basins

Basin	Basin Area			Treatments								100-Year		
	Area (sf)	Area (acres)	Area (sq miles)	Treatment A		Treatment B		Treatment C		Treatment D		Weighted E	Volume	Flow
D-2W/75'	56,520.0	1.30	0.002	0%	0.00	0%	0.00	15%	0.19	75%	0.97	1.902	0.206	4.82
Total	56,520.0	1.298	0.00203	0.00	0.000	0.195	0.973					0.206	4.82	

FIRST FLUSH VOLUME REQUIRED = 1554.37 Cu.Ft. < POND VOLUME PROVIDED = 1,700 Cu.Ft.

NARRATIVE:

THIS CURRENTLY VACANT SITE IS LOCATED IN THE DRAINAGE BASIN ANALYZED WITHIN A MASTER DRAINAGE PLAN (B17D03). PER THE MASTER PLAN IT IS ALLOWED FREE DISCHARGE TO THE EXISTING STREET AND STORM DRAIN IN VENICE AVE., NE. THE PROPOSED ON-SITE IMPERVIOUS AREAS FIRST DRAIN TO A PROPOSED POND WHERE THE FIRST FLUSH VOLUME WILL BE RETAINED ON SITE.

CAUTION

ALL EXISTING UTILITIES SHOWN WERE OBTAINED FROM RESEARCH, AS-BUILTS, SURVEYS OR INFORMATION PROVIDED BY OTHERS. IT SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR TO CONDUCT ALL NECESSARY FIELD INVESTIGATIONS PRIOR TO AND INCLUDING ANY EXCAVATION, TO DETERMINE THE ACTUAL LOCATION OF UTILITIES AND OTHER IMPROVEMENTS. PRIOR TO STARTING THE WORK. ANY CHANGES FROM THIS PLAN SHALL BE COORDINATED WITH AND APPROVED BY THE ENGINEER.

LEGEND

- CURB & GUTTER
- BOUNDARY LINE
- - - EASEMENT
- BUILDING
- SIDEWALK
- - - EXISTING CURB & GUTTER
- - - EXISTING INDEX CONTOUR
- - - EXISTING CONTOUR
- - - PROPOSED INDEX CONTOUR
- - - PROPOSED CONTOUR
- RETAINING WALL

EROSION CONTROL NOTES:

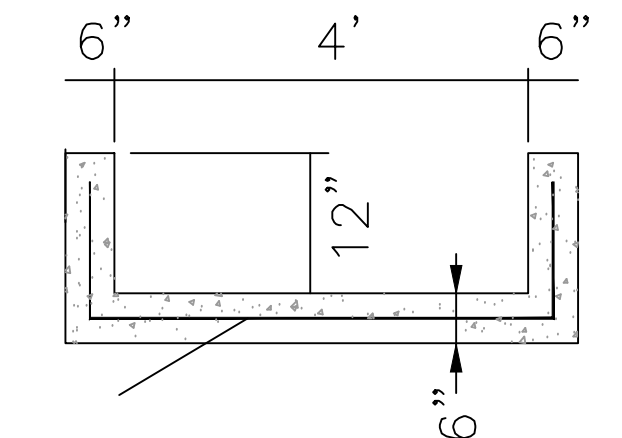
- CONTRACTOR IS RESPONSIBLE FOR OBTAINING A TOPSOIL DISTURBANCE PERMIT PRIOR TO BEGINNING WORK.
- CONTRACTOR IS RESPONSIBLE FOR MAINTAINING RUN-OFF ON SITE DURING CONSTRUCTION.
- CONTRACTOR IS RESPONSIBLE FOR CLEANING ALL SEDIMENT THAT GETS INTO EXISTING RIGHT-OF-WAY.
- REPAIR OF DAMAGED FACILITIES AND CLEANUP OF SEDIMENT ACCUMULATIONS ON ADJACENT PROPERTIES AND IN PUBLIC FACILITIES IS THE RESPONSIBILITY OF THE CONTRACTOR.
- ALL EXPOSED EARTH SURFACES MUST BE PROTECTED FROM WIND AND WATER EROSION PRIOR TO FINAL (CITY) ACCEPTANCE OF ANY PROJECT.
- ALL SLOPES NOT STABILIZED AT THE END OF THE PROJECT SHALL BE STABILIZED IN ACCORDANCE WITH COA SPECS OR 1/2" GRAVEL.

NOTICE TO CONTRACTORS

- AN EXCAVATION/CONSTRUCTION PERMIT WILL BE REQUIRED BEFORE BEGINNING ANY WORK WITHIN CITY RIGHT-OF-WAY.
- ALL WORK DETAILED ON THESE PLANS TO BE PERFORMED, EXCEPT AS OTHERWISE STATED OR PROVIDED HERON, SHALL BE CONSTRUCTED IN ACCORDANCE WITH CITY OF ALBUQUERQUE INTERIM STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION, 1985.
- TWO WORKING DAYS PRIOR TO ANY EXCAVATION, CONTRACTOR MUST CONTACT LINE LOCATING SERVICE, 765-1234, FOR LOCATION OF EXISTING UTILITIES.
- PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL EXCAVATE AND VERIFY THE HORIZONTAL AND VERTICAL LOCATIONS OF ALL CONNECTIONS. SHOULD A CONFLICT EXIST, THE CONTRACTOR SHALL NOTIFY THE ENGINEER SO THAT THE CONFLICT CAN BE RESOLVED WITH A MINIMUM AMOUNT OF DELAY.
- BACKFILL COMPACTION SHALL BE ACCORDING TO TRAFFIC/STREET USE.
- MAINTENANCE OF THESE FACILITIES SHALL BE THE RESPONSIBILITY OF THE OWNER OF THE PROPERTY SERVED.
- WORK ON ARTERIAL STREETS SHALL BE PERFORMED ON A 24-HOUR BASIS.

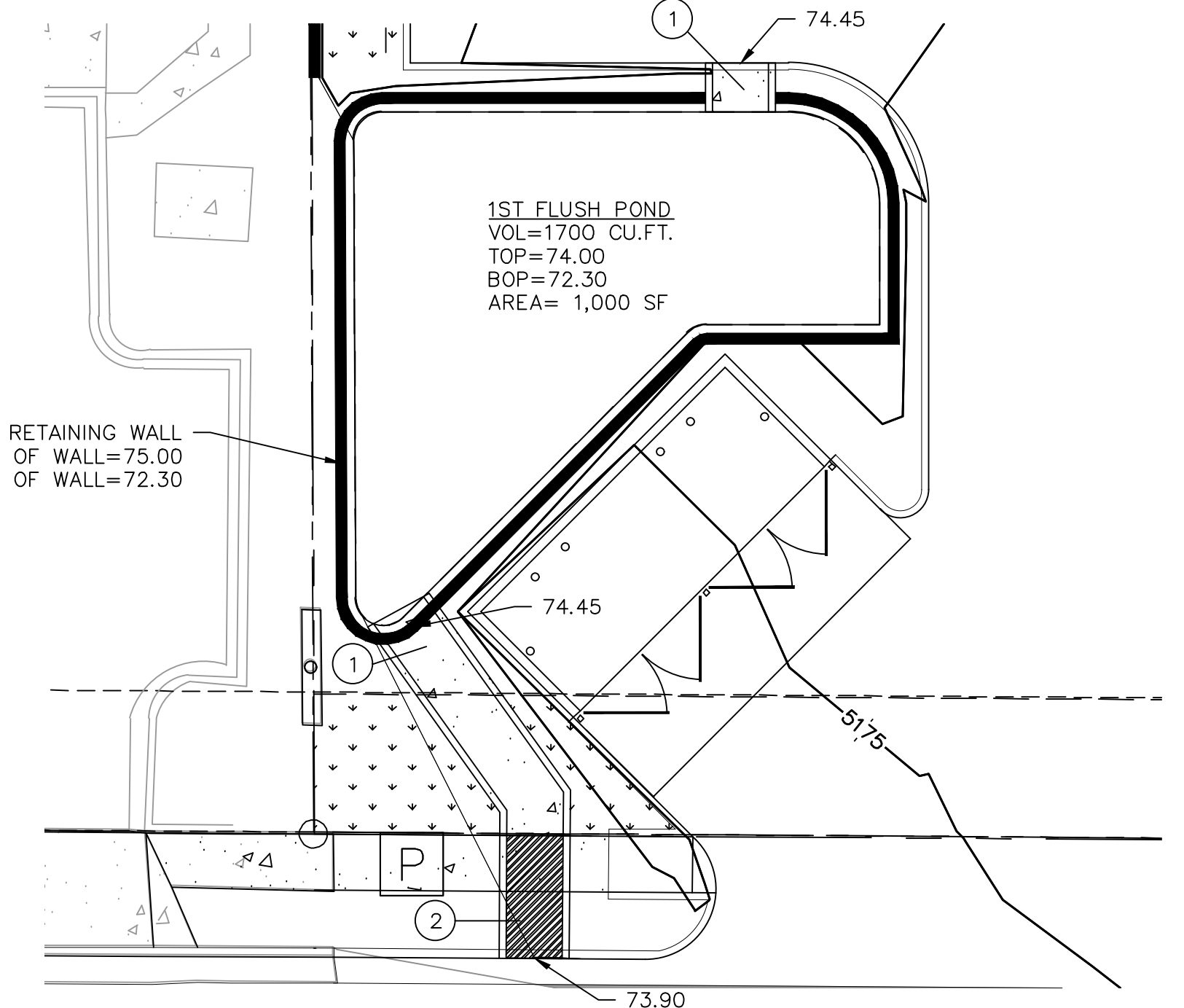
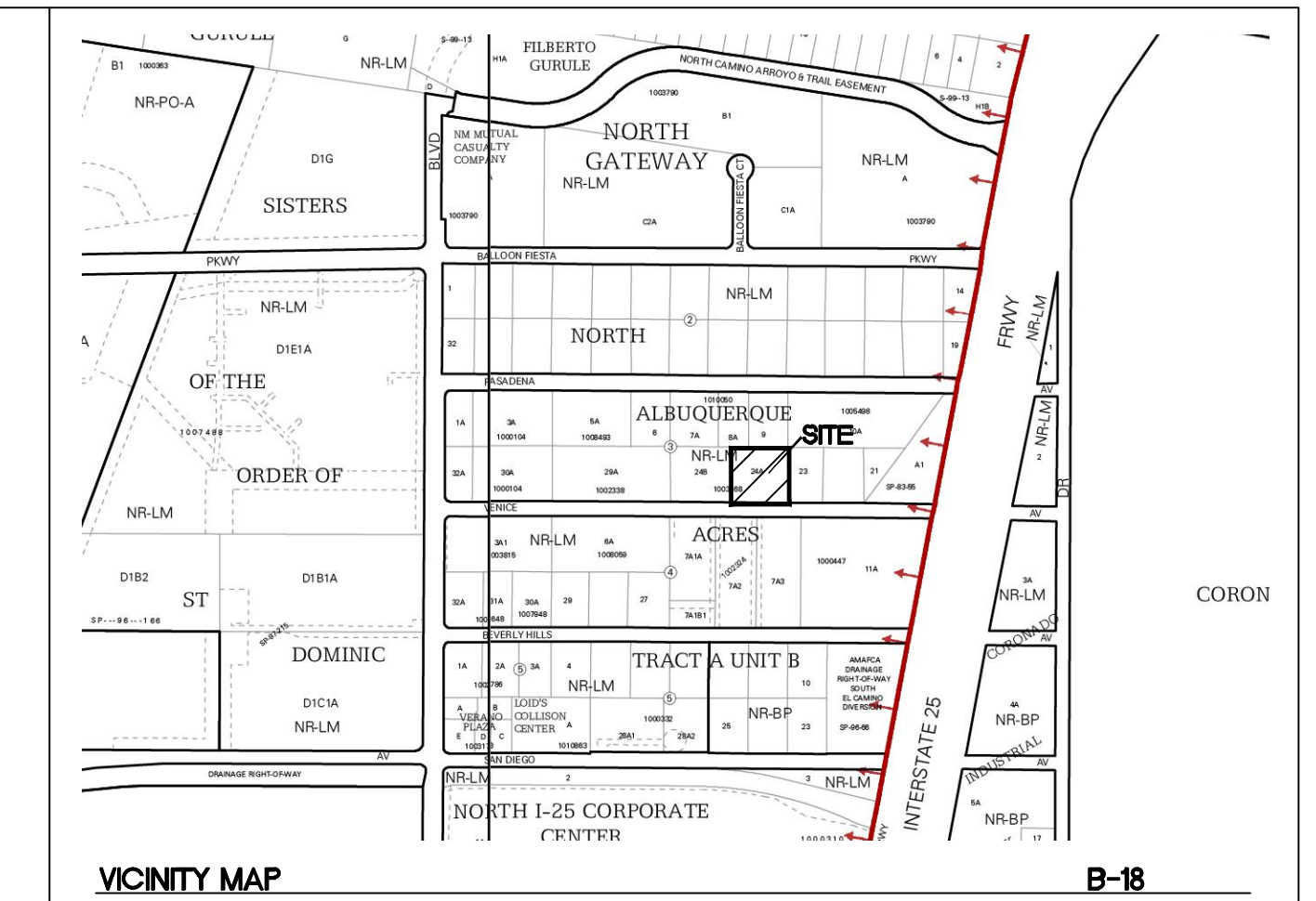
KEYED NOTES

- 4' CONCRETE RUNDOWN, SEE DETAIL THIS SHEET
- 4' SIDEWALK CULVERT PER COA STD DWG 2236
- AREA DRAIN
- RETAINING WALL WITH RAILING
- NEW ASPHALT PAVEMENT (MATCH GRADES AT EXISTING PAVEMENT EDGE)
- EXISTING RETAINING/PERIMETER WALL
- EXTENDED STEM WALL/RETAINING WALL
- RETAINING WALL WITHOUT RAILING

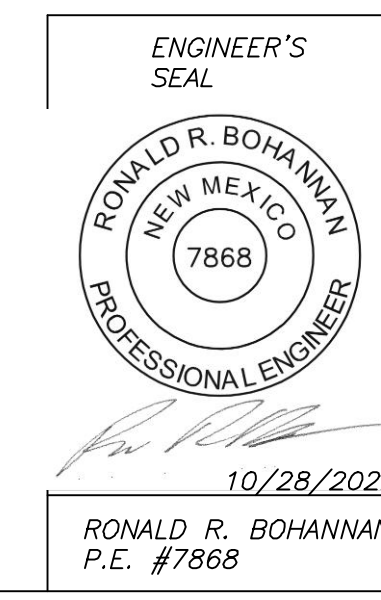
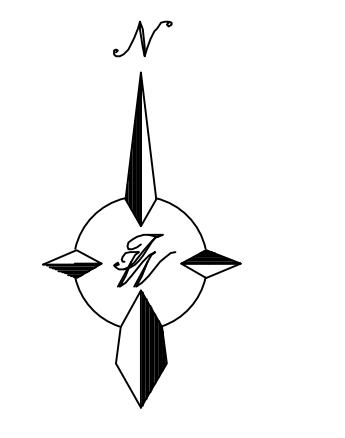


CONCRETE RUNDOWN
NOTE: CHANNEL CAPACITY = 46 CFS AT 2% SLOPE
NTS

10"X10"X10" WOVEN WIRE FABRIC



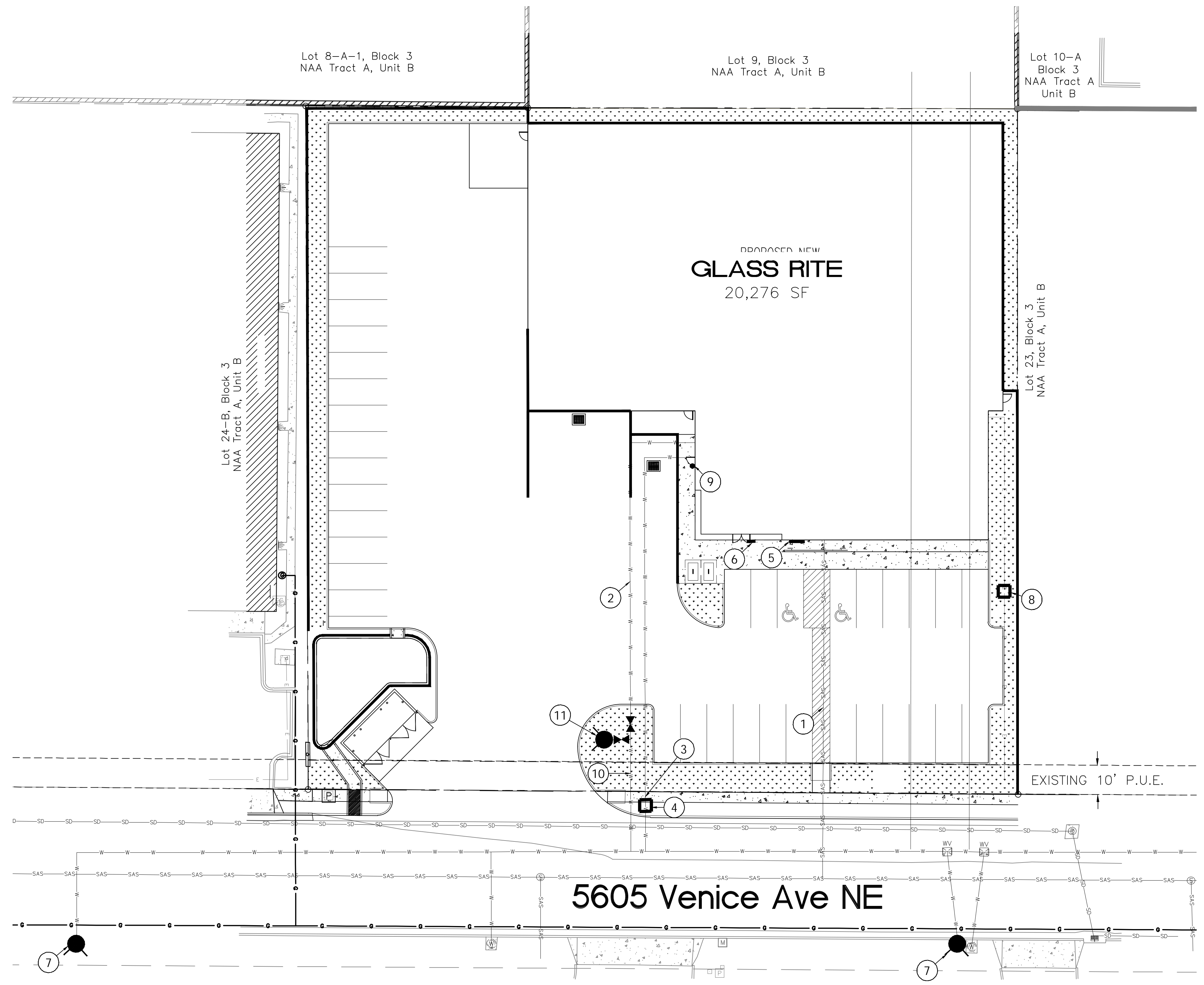
DETAIL A
1:10



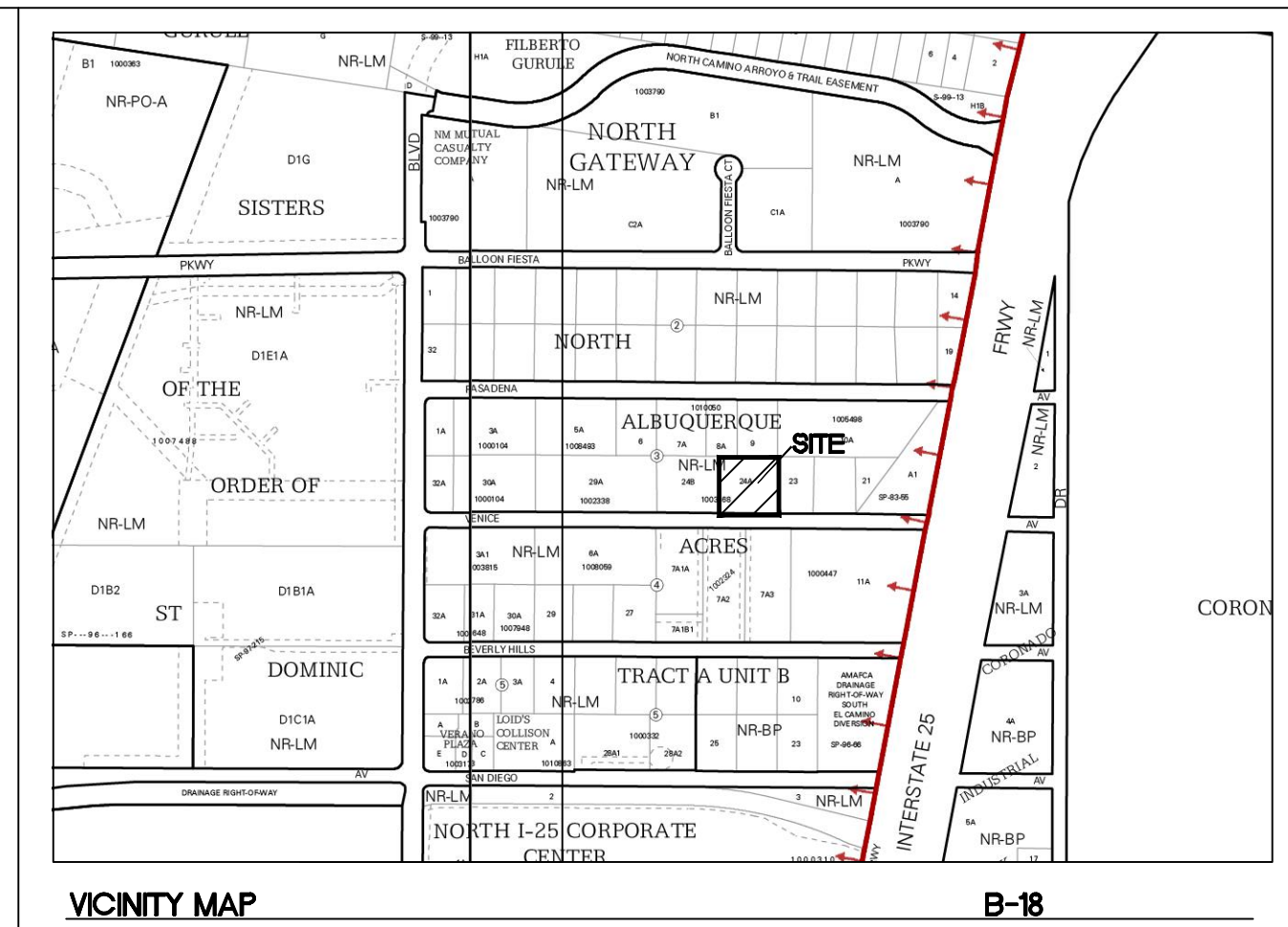
GLASS RITE
5605 VENICE AVE
GRADING AND DRAINAGE PLAN

TIERRA WEST, LLC
5571 MIDWAY PARK PL NE
ALBUQUERQUE, NEW MEXICO 87109
(505) 858-3100
www.tierrawestllc.com

DRAWN BY
DATE
DRAWING
SHEET #
GR-1
JOB #
2022092

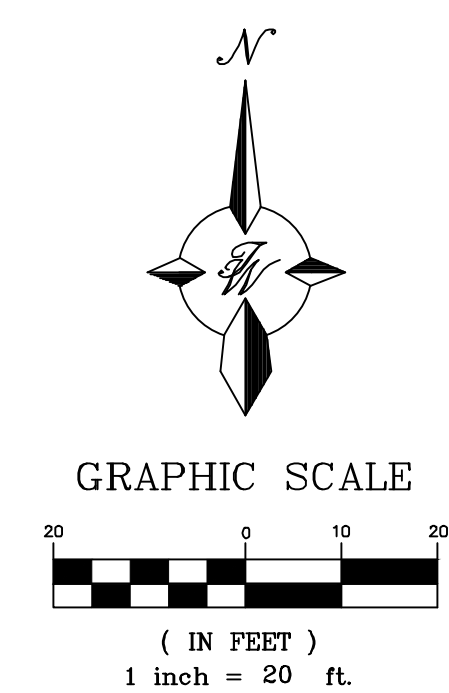


- LEGEND**
- CURB & GUTTER
 - - - BOUNDARY LINE
 - - - EASEMENT
 - ▭ BUILDING
 - ▨ SIDEWALK
 - - - EXISTING CURB & GUTTER
 - - - 8" WL WATERLINE
 - ▬ FIRELANE
 - ▬ FIRE ACCESS
 - ▭ EXISTING PULL BOX
 - ▭ NEW TRANSFORMER
 - GAS LINE



LEGAL DESCRIPTION:
 LOT 24-A, BLOCK 3 NORTH ALBUQUERQUE ACRES TRACT A, UNIT B

- KEYED NOTES**
- ① 6" SAS SERVICE
 - ② 6" FIRELINE
 - ③ 1 1/2" DOMESTIC WL SERVICE
 - ④ NEW WATER METER, 1 1/2"
 - ⑤ BUILDING ADDRESS
 - ⑥ KNOX BOX
 - ⑦ EXISTING FIRE HYDRANT (PUBLIC)
 - ⑧ TRANSFORMER
 - ⑨ FDC
 - ⑩ 8" FIRE LINE
 - ⑪ PRIVATE FIRE HYDRANT W/ 6" WATER LINE AND 6" GATE VALVE



CAUTION
 ALL EXISTING UTILITIES SHOWN WERE OBTAINED FROM RESEARCH, AS-BUILTS, SURVEYS OR INFORMATION PROVIDED BY OTHERS. IT SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR TO CONDUCT ALL NECESSARY FIELD INVESTIGATIONS PRIOR TO AND INCLUDING ANY EXCAVATION, TO DETERMINE THE ACTUAL LOCATION OF UTILITIES AND OTHER IMPROVEMENTS, PRIOR TO STARTING THE WORK. ANY CHANGES FROM THIS PLAN SHALL BE COORDINATED WITH AND APPROVED BY THE ENGINEER.

	GLASS RITE 5605 VENICE AVE	DRAWN BY pm
	CONCEPTUAL MASTER UTILITY PLAN	DATE 9-6-22
	SHEET # MU-1	JOB # 2022092

CITY OF ALBUQUERQUE

Planning Department
Alan Varela, Director



Mayor Timothy M. Keller

November 8, 2022

~~October 11, 2022~~

Tate Fishburn, RA
Tate Fishburn Architect
PO Box 2941
Corrales, NM 87084

Re: Glass-Rite/ New Office Warehouse
5605 Venive Ave. NE
Conceptual Traffic Circulation Layout for DRB Approval
Engineer's Stamp 09-22-22 (~~5615-50051~~) (B18-D026)

Dear Mr. Tate,

The conceptual TCL submittal received 11-04-2022 is approved for DRB submittal. When submitting this project through the building permit process, please provide a copy of the approved DRB Site plan along with a more detailed site plan for construction purposes through a second Traffic Circulation Layout submittal process. The detailed plan will be compared against the approved DRB site plan to ensure that all previously approved site infrastructure is shown with exact paving layout, dimensioning, and parking capacity. Ultimately, a copy of the approved DRB Site Plan and the more detailed stamped and signed plan will both be needed for each of the building permit plans. Please keep these originals to be used for certification of the site for final C.O. for Transportation.

PO Box 1293

Albuquerque

NM 87103

www.cabq.gov

When the site construction is completed and an inspection for Certificate of Occupancy (C.O.) is requested, use the original City stamped approved TCL for certification. Redline any minor changes and adjustments that were made in the field. A NM registered architect or engineer must stamp, sign, and date the certification TCL along with indicating that the development was built in "substantial compliance" with the TCL. Submit this certification, the TCL, and a completed Drainage and Transportation Information Sheet to front counter personnel for log in and evaluation by Transportation.

Once verification of certification is completed and approved, notification will be made to Building Safety to issue Final C.O. To confirm that a final C.O. has been issued, call Building Safety at 924-3690.

Sincerely,

Ernest Armijo, P.E.
Principal Engineer, Planning Dept.
Development Review Services

C: CO Clerk, File

Current DRC
Project Number: _____

FIGURE 12

Date Submitted: _____
Date Site Plan Approved: _____
Date Preliminary Plat Approved: _____
Date Preliminary Plat Expires: _____
DFT Project No.: _____
DFT Application No.: _____

INFRASTRUCTURE LIST

(Rev. 2-16-18)

EXHIBIT "A"

**TO SUBDIVISION IMPROVEMENTS AGREEMENT
DEVELOPMENT FACILITATION TEAM (DFT) REQUIRED INFRASTRUCTURE LIST**

**GLASS-RITE OFFICE/WAREHOUSE-5605 VENICE AVE., NE
PROPOSED NAME OF PLAT AND/OR SITE DEVELOPMENT PLAN**

**LOT 24-A, BLOCK 3, NORTH ALBUQUERQUE ACRES, TRACT A, UNIT B
EXISTING LEGAL DESCRIPTION PRIOR TO PLATTING ACTION**

Following is a summary of PUBLIC/PRIVATE Infrastructure required to be constructed or financially guaranteed for the above development. This Listing is not necessarily a complete listing. During the SIA process and/or in the review of the construction drawings, if the DRC Chair determines that appurtenant items and/or unforeseen items have not been included in the infrastructure listing, the DRC Chair may include those items in the listing and related financial guarantee. Likewise, if the DRC Chair determines that appurtenant or non-essential items can be deleted from the listing, those items may be deleted as well as the related portions of the financial guarantees. All such revisions require approval by the DRC Chair, the User Department and agent/owner. If such approvals are obtained, these revisions to the listing will be incorporated administratively. In addition, any unforeseen items which arise during construction which are necessary to complete the project and which normally are the Subdivider's responsibility will be required as a condition of project acceptance and close out by the City.

Financially Guaranteed	Constructed Under	Size	Type of Improvement	Location	From	To	Construction Certification		
							Private		City Cnst Engineer
							Inspector	P.E.	
<input type="text"/>	<input type="text"/>	14' F-E	Major Local Paving, Curb & Gutter 4' Sidewalk (north side)	VENICE AVE NE	WEST PROPERTY LINE	EAST PROPERTY LINE	/	/	/
<input type="text"/>	<input type="text"/>	VARIES 14' TO 0'	TEMPORARY PAVING (TRANSITION)	VENICE AVE NE	EAST PROPERTY LINE	50' EAST OF EAST PROPERTY LINE	/	/	/
<input type="text"/>	<input type="text"/>						/	/	/
<input type="text"/>	<input type="text"/>						/	/	/
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Financially Guaranteed DRC #	Constructed Under DRC #	Size	Type of Improvement	Location	From	To	Construction Certification		
							Private Inspector	P.E.	City Cnst Engineer
							/	/	/
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The items listed below are on the CCIP and approved for Impact Fee credits. Signatures from the Impact Fee Administrator and the City User Department is required prior to DRB approval of this listing. The Items listed below are subject to the standard SIA requirements.

Financially Guaranteed DRC #	Constructed Under DRC #	Size	Type of Improvement	Location	From	To	Construction Certification			
							Private		City Cnst Engineer	
							Inspector	P.E.		
[]	[]		Engineer's Certification for Grading & Drainage is required for release of Financial Guarantee				/	/	/	
[]	[]						/	/	/	
							Approval of Creditable Items:		Approval of Creditable Items:	
							Impact Fee Administrator Signature	Date	City User Dept. Signature	Date

NOTES

If the site is located in a floodplain, then the financial guarantee will not be released until the LOMR is approved by FEMA.
Street lights per City requirements.

1 _____

2 _____

3 _____

AGENT / OWNER	DEVELOPMENT REVIEW BOARD MEMBER APPROVALS
---------------	---

NAME (print)	PLANNING- date	PARKS & RECREATION - date
FIRM	TRANSPORTATION DEVELOPMENT - date	AMAFCA - date
SIGNATURE - date	UTILITY DEVELOPMENT - date	CODE ENFORCEMENT - date
	CITY ENGINEER - date	HYDROLOGY-date

DESIGN REVIEW COMMITTEE REVISIONS

REVISION	DATE	DRC CHAIR	USER DEPARTMENT	AGENT /OWNER



January 17, 2023

Ms. Jolene Wolfley
 City of Albuquerque – DFT
 600 2nd Street NW
 Albuquerque NM 87102

**RE: GLASSRITE
 5605 VENICE AVE, NE
 LOT 24-A, BLOCK 3, NORTH ALBUQUERQUE ACRES, TRACT A, UNIT B
 SENSITIVE LANDS ANALYSIS**

Dear Ms. Wolfley:

Tierra West, LLC has performed a Sensitive Lands Analysis Report as required under the Integrated Development Ordinance (IDO) Section 5-2(C) for new subdivisions of land, documenting the following:

Item:	Presence:	Commentary:
Floodplains and Flood Hazard	None	See attached Firmette showing no flood plain present
Steep Slopes	None	See attached conceptual grading and drainage plan with topographic survey
Unstable Soils	None	Based on geotech reports from adjacent sites in the area of this project, existing on site soils should be suitable for engineered fills.
Wetlands (Constant supply of water)	None	See attached Firmette showing no flood plain present. Attached conceptual grading and drainage plan anticipates a first flush drainage pond in the NW corner of the site that will direct flows to an existing rundown in the North Pino Channel.
Arroyo	None	See attached topographic survey. No arroyos present
Irrigation Facilities	None	See attached topographic survey. No irrigation facilities identified.
Escarpment	None	See attached grading and drainage plan with topographic survey. No areas of escarpment identified.
Large stands of mature trees	None	No existing mature trees noted on site.
Archeological sites	None	No archaeological issues have been noted with previous mass grading of this site with the adjacent tract to the east.



NE Corner looking West



NE Corner looking Southwest



SW Corner looking Northeast



SE Corner looking Southwest



SW corner looking East

In conclusion, none of the above features have been determined to be present on this site. Various attached documents along with the above photos of the site support our findings of no onsite sensitive land issues.

If you have any questions or need additional information regarding this matter, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Ron R. Bohannon", written in a cursive style.

Ronald R. Bohannon, P.E

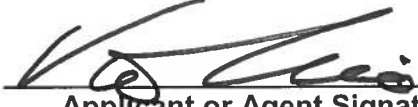
JN: 2022092
RRB/vc/ye

SITE PLAN CHECKLIST

Project #: _____ Application #: _____

This checklist will be used to verify the completeness of site plans submitted for review by the Planning Department. Because development proposals vary in type and scale, there may be submittal requirements that are not specified here. Also there may additional requirements if a site is located in CPO, HPO, and/or VPO or if located in DT-UC-MS or PT areas. See the IDO or AGIS for boundaries. Nonetheless, applicants are responsible for providing a complete submittal. Certification as specified below is required.

I CERTIFY THAT THE SUBMITTED SITE PLAN IS COMPLETE AND ACCURATE, AND THAT ALL APPLICABLE INFORMATION AS SPECIFIED IN THIS CHECKLIST IS PROVIDED. FURTHER, I UNDERSTAND THAT THIS APPLICATION IS BEING ACCEPTED PROVISIONALLY AND THAT INACCURATE AND/OR INCOMPLETE INFORMATION MAY RESULT IN THE SUBSEQUENT REJECTION OF THE APPLICATION OR IN A DELAY OF ONE MONTH OR MORE IN THE DATE THE APPLICATION IS SCHEDULED FOR PUBLIC HEARING.

 2-10-23
Applicant or Agent Signature / Date

Site plan packets shall be composed of the following plan sheets (unless otherwise approved in writing prior to submittal by the Planning Department):

1. Site Plan (including utilities and easements)
2. Landscaping Plan
3. Grading and Drainage Plan
4. Utility Plan
5. Building and Structure Elevations
6. Previously approved Development Plan (if applicable)

The electronic format must be organized in the above manner.

The following checklist describes the minimum information necessary for each plan element. The Applicant must include all checklist items on their site plan drawings and confirm inclusion by checking off the items below. Non-applicable items must be labeled "N/A." Each non-applicable designation must be explained by notation on the Checklist.

NOTE: There may be addition information required if site is located with a CPO, VPO or HPO and/or any other special areas as defined by the IDO.

NOTE: If there requests for deviations (Section 14-16-6-4(O), they must be clearly labelled on the site plan (Sheet 1) as well as addressed in the application letter made with the submittal.

SHEET #1 - SITE PLAN

A. General Information

1. Date of drawing and/or last revision
2. Scale: 1.0 acre or less 1" = 10'
1.0 - 5.0 acres 1" = 20'
Over 5 acres 1" = 50'
Over 20 acres 1" = 100'

SITE PLAN CHECKLIST

- 3. Bar scale
- 4. North arrow
- 5. Legend
- 6. Scaled vicinity map
- 7. Property lines (clearly identify)
- 8. Existing and proposed easements (identify each)
- 9. Phases of development, if applicable

B. Proposed Development

1. Structural

- A. Location of existing and proposed structures (distinguish between existing & proposed) and include any accessory structures
- B. Square footage of each structure
- C. Proposed use of each structure
- D. Signs (freestanding) and other improvements
- E. Walls, fences, and screening: indicate height, length, color and materials
- F. Dimensions of all principal site elements or typical dimensions
- G. Loading facilities
- H. Site lighting (indicate height & fixture type)
- I. Indicate structures within 20 feet of site
- J. Elevation drawing of refuse container and enclosure, if applicable.
- K. Existing zoning/land use of all abutting properties

2. Parking, Loading and Internal Circulation

- A. Parking layout with spaces numbered per aisle and totaled.
 - 1. Location and typical dimensions, including motorcycle spaces, bicycle spaces, ADA accessible spaces, and compact spaces
 - 2. Calculations: spaces required and proposed (include any reduction calculations) for motorcycle, bicycle, compact and ADA spaces
 - 3. On street parking spaces
- B. Bicycle parking & facilities
 - 1. Bicycle racks – location and detail
 - 2. Other bicycle facilities, if applicable
- C. Vehicular Circulation (Refer to DPM and IDO)
 - 1. Ingress and egress locations, including width and curve radii dimensions
 - 2. Drive aisle locations, including width and curve radii dimensions
 - 3. End aisle locations, including width and curve radii dimensions
 - 4. Location & orientation of refuse enclosure, with dimensions
 - 5. Loading, service area, and refuse service locations and dimensions
- D. Pedestrian Circulation
 - 1. Location and dimensions of all sidewalks and pedestrian paths (including ADA connection from ROW to building and from ADA parking to building)

SITE PLAN CHECKLIST

- 2. Location and dimension of drive aisle crossings, including paving treatment
- NA 3. Location and description of amenities, including patios, benches, tables, etc.
- E. Off-Street Loading
 - 1. Location and dimensions of all off-street loading areas
- NA F. Vehicle Stacking and Drive-Through or Drive-Up Facilities
 - 1. Location and dimensions of vehicle stacking spaces and queuing lanes
 - 2. Landscaped buffer area if drive-through lanes are adjacent to public R/W
 - 3. Striping and Sign details for one-way drive through facilities

3. Streets and Circulation

- A. Locate and identify adjacent public and private streets and alleys.
 - 1. Existing and proposed pavement widths, right-of-way widths and curve radii
 - NA 2. Identify existing and proposed turn lanes, deceleration lanes and similar features related to the functioning of the proposal, with dimensions
 - NA 3. Location of traffic signs and signals related to the functioning of the proposal
 - NA 4. Identify existing and proposed medians and median cuts
 - 5. Sidewalk widths and locations, existing and proposed
 - NA 6. Location of street lights
 - X 7. Show and dimension clear sight triangle at each site access point
 - 8. Show location of all existing driveways fronting and near the subject site.
- NA B. Identify Alternate transportation facilities within site or adjacent to site
 - 1. Bikeways and bike-related facilities
 - 2. Pedestrian trails and linkages
 - 3. Transit facilities, including routes, bus bays and shelters existing or required

4. Phasing

- NA A. Proposed phasing of improvements and provision for interim facilities. Indicate phasing plan, including location and square footage of structures and associated improvements including circulation, parking and landscaping.

SHEET #2 - LANDSCAPING PLAN

- 1. Scale - must be same as scale on sheet #1 - Site plan
- 2. Bar Scale
- 3. North Arrow
- 4. Property Lines
- X 5 Existing and proposed easements
- 6. Identify nature of ground cover materials
 - A. Impervious areas (pavement, sidewalks, slope pavings, curb and gutters, etc.)
 - B. Pervious areas (planting beds, gravel areas, grass, ground cover vegetation, etc.)
 - C. Ponding areas either for drainage or landscaping/recreational use

SITE PLAN CHECKLIST

- 7. Identify type, location and size of plantings (common and/or botanical names).
 - ~~NA~~ A. Existing, indicating whether it is to be preserved or removed.
 - B. Proposed, to be established for general landscaping.
 - ~~NA~~ C. Proposed, to be established for screening/buffering.
- 8. Describe irrigation system – Phase I & II . . .
- 9. Planting Beds, indicating square footage of each bed
- ~~NA~~ 10. Turf Area - only 20% of landscaped area can be high water turf; provide square footage and percentage.
- 11. Responsibility for Maintenance (statement)
- 12. Landscaped area requirement; square footage and percent (specify clearly on plan)
- 13. Landscaped buffer areas provided; dimensions, label clearly that it is a landscape buffer, square footage and percent (specify clearly on plan)
- 14. Planting or tree well detail
- 15. Street Trees (only trees from the Official Albuquerque Plant Palette and Sizing list or 8 inch caliper or larger will be counted)
- 16. Parking lot edges and interior – calculations, dimensions and locations including tree requirements
- 17. Show Edge Buffer Landscaping (14-16-5-6(D)) – location, dimensions and plant material

SHEET #3 –GRADING AND DRAINAGE PLAN

A separate grading and drainage plan (and drainage report) must be submitted to the DRS Hydrology Section prior to the DRB submittal for a site plan (See DRWS Form).

A. General Information

- 1. Scale - must be same as Sheet #1 - Site Plan
- 2. Bar Scale
- 3. North Arrow
- 4. Property Lines
- 5. Existing and proposed easements
- 6. Building footprints
- 7. Location of Retaining walls

B. Grading Information

- 1. On the plan sheet, provide a narrative description of existing site topography, proposed grading improvements and topography within 100 feet of the site.
- 2. Indicate finished floor elevation and provide spot elevations for all corners of the site (existing and proposed) and points of maximum cut or fill exceeding 1 foot.
- 3. Identify ponding areas, erosion and sediment control facilities.
- 4. Cross Sections
Provide cross section for all perimeter property lines where the grade change is greater than 4 feet at the point of the greatest grade change. Provide one additional cross section in each direction within no more than 100 feet of the reference point.

SITE PLAN CHECKLIST

SHEET #4- UTILITY PLAN

- A. Fire hydrant locations, existing and proposed. (or submit signed off Fire One Plan)
- B. Distribution lines
- C. Right-of-Way and easements, existing and proposed, on the property and adjacent to the boundaries, with identification of types and dimensions.
- D. Existing water, sewer, storm drainage facilities (public and/or private).
- E. Proposed water, sewer, storm drainage facilities (public and/or private)

SHEET #5 - BUILDING AND STRUCTURE ELEVATIONS

A. General Information

- A. Scale
- B. Bar Scale
- C. Detailed Building Elevations for each facade
 - 1. Identify facade orientation
 - 2. Dimensions of facade elements, including overall height and width
 - 3. Location, material and colors of windows, doors and framing
 - 4. Materials and colors of all building elements and structures
 - 5. Location and dimensions of mechanical equipment (roof and/or ground mounted)

B. Building Mounted Signage

- 1. Site location(s)
- 2. Sign elevations to scale
- 3. Dimensions, including height and width
- 4. Sign face area - dimensions and square footage clearly indicated
- 5. Lighting
- 6. Materials and colors for sign face and structural elements.
- 7. List the sign restrictions per the IDO

Agent Authorization Form

January 12, 2023

Development Facilitation Team
City of Albuquerque
P.O. Box 1293
Albuquerque, NM 87103

**RE: All DFT Submittals
LT 24-A BLK 3 PLAT FOR LOTS 24-A AND 24-B BLOCK 3 TRACT A
UNIT B NORTH ALBUQUERQUE ACRES
Zone Atlas Page: B-18-Z**

I/We, **Venice Partners, LLC**, as the owner(s) of the real property described as follows.
**LT 24-A BLK 3 PLAT FOR LOTS 24-A AND 24-B BLOCK 3 TRACT A UNIT B NORTH
ALBUQUERQUE ACRES**, do hereby authorize to act as my/our agent, **Tierra West, LLC**, to
execute any and all documents necessary to affect the application approval requested to the
Development Hearing Officer, and to appear on my/our behalf before any administrative or
legislative body in the county of Bernalillo considering this application and to act in all respects
as our agent in matters pertaining to the application.

Bill Hojberg
Print Name

[Signature]
Signature

owner
Title

1/12/23
Date



February 13, 2023

Development Facilitation Team
City of Albuquerque
P.O. Box 1293
Albuquerque, NM 87103

**RE: SITE PLAN ADMINISTRATION- DFT
LT 24-A BLK 3 PLAT FOR LOTS 24-A AND 24-B BLOCK 3 TRACT A
UNIT B NORTH ALBUQUERQUE ACRES
ZONE ATLAS PAGE: B-18-Z**

Dear Development Facilitation Team:

Tierra West, LLC on behalf of Venice Partners LLC requests approval of a Site Plan Administrative- DFT for the above referenced tracts of land with NR-LM zoning designation. The request intent is

Site Plan and Development Description

The development site is located on Lot 24-A Block 3 North Albuquerque Acres Tract A, Unit B. The existing tract, 24-A, consists of 1.2975 acres and is currently undeveloped. The site address is 5605 Venice Ave, NE. It has been reviewed as a preliminary TCL by City Transportation, see attached TCL approval letter (November 08, 2022). The development will consist of a single-story main 20,276 GSF building for office/warehouse use. Access to the site will be via existing Venice Ave, NE. Required roadway infrastructure will require adding additional width to Venice Ave fronting the site along with a paved transition from full width to existing 24' width to the east of the site. Utility infrastructure is existing.

Context /Request

The justification presented below addresses the Site Plan for DRB request requirements pursuant to IDO Section 6-6(I)(3).

6-5(G)(3)(a) The Site Plan complies with all applicable standards in this IDO, the DPM, other adopted City regulations, and any conditions specifically applied to development of the property in a prior permit or approval affecting the property.

RESPONSE: The current zoning is NR-BP. The proposed office/warehouse is an appropriate and allowable use under this zoning designation. The site plan meets the requirements of the IDO and DPM.

6-5(G)(3)(b) The City's existing infrastructure and public improvements, including but not limited to its streets, trail, drainage, and sidewalk systems, have adequate capacity to serve the proposed development, or the applicant has agreed to install required infrastructure and public improvements pursuant to Subsection 14-16-1-7(B)(2) and 14-16-5-4(N) and/or a signed an Infrastructure Improvements Agreement (IIA) pursuant to Subsection 14-16-5-4 (O) to add adequate capacity.

RESPONSE: Existing roadway, utility and drainage infrastructure is existing and does have adequate capacity to service the proposed development. Additional roadway infrastructure is required as part of the proposed development to bring the existing roadway to full design width for the frontage of the site and to transition from the full roadway section back to the existing 24' interim roadway section to the east of the site.

6-5(G)(3)(c) If the subject property is within an approved Master Development Plan, the Site Plan shall meet any relevant standards in the Master Development Plan in addition to any IDO standards applicable in the zone district the subject property is in.

RESPONSE: The site is not within an approved master development plan.

6-5(G)(3)(d) If the subject property is within an approved Framework Plan, the Site Plan shall meet any relevant standards in the Framework Plan in addition to any IDO standards applicable to the type of development.

RESPONSE: The site is not within an approved Framework Plan.

If you have any questions or need additional information regarding this matter, please do not hesitate to contact me.

Sincerely,



Vincent Carrica, P.E.

Enclosure/s

cc:

JN: 2022092

RRB/vc/jg

SIGN POSTING AGREEMENT

REQUIREMENTS

POSTING SIGNS ANNOUNCING PUBLIC HEARINGS

All persons making application to the City under the requirements and procedures established by the Integrated Development Ordinance are responsible for the posting and maintaining of one or more signs on the property which is subject to the application, as shown in Table 6-1-1. Vacations of public rights-of-way (if the way has been in use) also require signs. Waterproof signs are provided at the time of application for a \$10 fee per sign. If the application is mailed, you must still stop at the Development Services Front Counter to pick up the sign(s).

The applicant is responsible for ensuring that the signs remain posted throughout the 15-day period prior to any public meeting or hearing. Failure to maintain the signs during this entire period may be cause for deferral or denial of the application. Replacement signs for those lost or damaged are available from the Development Services Front Counter.

1. LOCATION

- A. The sign shall be conspicuously located. It shall be located within twenty feet of the public sidewalk (or edge of public street). Staff may indicate a specific location.
- B. The face of the sign shall be parallel to the street, and the bottom of the sign shall be at least two feet from the ground.
- C. No barrier shall prevent a person from coming within five feet of the sign to read it.

2. NUMBER

- A. One sign shall be posted on each paved street frontage. Signs may be required on unpaved street frontages.
- B. If the land does not abut a public street, then, in addition to a sign placed on the property, a sign shall be placed on and at the edge of the public right-of-way of the nearest paved City street. Such a sign must direct readers toward the subject property by an arrow and an indication of distance.

3. PHYSICAL POSTING

- A. A heavy stake with two crossbars or a full plywood backing works best to keep the sign in place, especially during high winds.
- B. Large headed nails or staples are best for attaching signs to a post or backing; the sign tears out less easily.


4. TIME

Signs must be posted from _____ To _____

5. REMOVAL

- A. The sign is not to be removed before the initial hearing on the request.
- B. The sign should be removed within five (5) days after the initial hearing.

I have read this sheet and discussed it with the Development Services Front Counter Staff. I understand (A) my obligation to keep the sign(s) posted for (15) days and (B) where the sign(s) are to be located. I am being given a copy of this sheet.

_____  _____ 2.13.23
(Applicant or Agent) (Date)

I issued _____ signs for this application, _____, _____
(Date) (Staff Member)

PROJECT NUMBER: _____

Required Notice at Submittal

Office of Neighborhood

Coordination Neighborhood

Meeting Inquiry Response

From: Carmona, Dalaina L. <dlcarmona@cabq.gov>
Sent: Wednesday, December 14, 2022 1:56 PM
To: Jaimie Garcia
Subject: VENICE AVE AND INTERSTATE 25 Neighborhood Meeting Inquiry Sheet Submission
Attachments: B-18.pdf

PLEASE NOTE:

The City Council recently voted to update the Neighborhood Association Recognition Ordinance (NARO) and the Office of Neighborhood Coordination (ONC) is working to ensure all neighborhood associations and neighborhood coalitions are in compliance with the updated ordinance. There will likely be many updates and changes to association and coalition contact information over the next several months. With that in mind, please check with the ONC every two (2) weeks to ensure that the contact information you have for associations and coalitions is up to date.

Dear Applicant:

Please find the neighborhood contact information listed below. Please make certain to read the information further down in this e-mail as it will help answer other questions you may have.

Association Name	First Name	Last Name	Email	Address Line
Wildflower Area NA	Larry	Caudill	ltcaudill@comcast.net	4915 Water NE
Wildflower Area NA	Glenn	Garcia	ggarcia103@comcast.net	4901 Golden
District 4 Coalition of Neighborhood Associations	Mildred	Griffiee	mgriffiee@noreste.org	PO Box 909
District 4 Coalition of Neighborhood Associations	Mark	Reynolds	reynolds@unm.edu	6801 Barber

The ONC does not have any jurisdiction over any other aspect of your application beyond this neighborhood contact information. We can't answer questions about sign postings, pre-construction meetings, permit status, site plans, buffers, or project plans, so we encourage you to contact the Planning Department at: 505-924-3857 Option #1, e-mail: devhelp@cabq.gov, or visit: <https://www.cabq.gov/planning/online-planning-permitting-applications> with those types of questions.

Please note the following:

- You will need to e-mail each of the listed contacts and let them know that you are applying for an approval from the Planning Department for your project.
- Please use this online link to find the required forms you will need to submit your permit application. <https://www.cabq.gov/planning/urban-design-development/public-notice>.
- The Checklist form you need for notifying neighborhood associations can be found here: https://documents.cabq.gov/planning/online-forms/PublicNotice/CABQ-Official_public_notice_form-2019.pdf.

- The Administrative Decision form you need for notifying neighborhood associations can be found here: <https://documents.cabq.gov/planning/online-forms/PublicNotice/Emailed-Notice-Administrative-Print&Fill.pdf>
- Once you have e-mailed the listed contacts in each neighborhood, you will need to attach a copy of those e-mails AND a copy of this e-mail from the ONC to your application and submit it to the Planning Department for approval.

If your application requires you to offer a neighborhood meeting, you can click on this link to find required forms to use in your e-mail to the neighborhood association(s):

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

If your application requires a pre-application or pre-construction meeting, please plan on utilizing virtual platforms to the greatest extent possible and adhere to all current Public Health Orders and recommendations. The health and safety of the community is paramount.

If you have questions about what type of notification is required for your particular project or meetings that might be required, please click on the link below to see a table of different types of projects and what notification is required for each:

<https://ido.abc-zone.com/integrated-development-ordinance-ido?document=1&outline-name=6-1%20Procedures%20Summary%20Table>

Thank you.



Dalaina L. Carmona

Senior Administrative Assistant
Office of Neighborhood Coordination
Council Services Department
1 Civic Plaza NW, Suite 9087, 9th Floor
Albuquerque, NM 87102
505-768-3334

dlcarmona@cabq.gov or ONC@cabq.gov

Website: www.cabq.gov/neighborhoods



Confidentiality Notice: This e-mail, including all attachments is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited unless specifically provided under the New Mexico Inspection of

Public Records Act. If you are not the intended recipient, please contact the sender and destroy all copies of this message.

From: webmaster@cabq.gov <webmaster@cabq.gov>
Sent: Wednesday, December 14, 2022 10:49 AM
To: Office of Neighborhood Coordination <jgarcia@tierrawestllc.com>
Cc: Office of Neighborhood Coordination <onc@cabq.gov>
Subject: Neighborhood Meeting Inquiry Sheet Submission

[EXTERNAL] Forward to phishing@cabq.gov and delete if an email causes any concern.

Neighborhood Meeting Inquiry For:

Development Review Board

If you selected "Other" in the question above, please describe what you are seeking a Neighborhood Meeting Inquiry for below:

Contact Name

Jaimie Garcia

Telephone Number

5058583100

Email Address

jgarcia@tierrawestllc.com

Company Name

Tierra West LLC

Company Address

5571 Midway Park Place NE

City

Albuquerque

State

NM

ZIP

87109

Legal description of the subject site for this project:

LT 24-A BLK 3 PLAT FOR LOTS 24-A AND 24-B BLOCK 3 TRACT A UNIT B NORTH ALBUQUERQUE ACRES

Physical address of subject site:

Subject site cross streets:

VENICE AVE AND INTERSTATE 25

Other subject site identifiers:

This site is located on the following zone atlas page:

B-18-Z

Captcha

x

Proof of Email with Read
Receipt OR Certified Letter
offering meeting to applicable
associations

From: Jaimie Garcia
Sent: Friday, December 23, 2022 11:03 AM
To: ltcaudill@comcast.net; ggarcia103@comcast.net;
mgriffee@noreste.org; reynolds@unm.edu
Cc: Ron Bohannon; Vince Carrica; Yvanna Escajeda
Subject: 2022092 Venice Ave & Interstate 25
Attachments: B-18.pdf; B18D026_Conceptual_TCL_APPR.pdf; Glenn Garcia NA Notification.pdf; Larry Caudill NA Notification.pdf; Mark Reynolds NA Notification.pdf; Mildred Griffiee NA Notification.pdf

Good Morning Wildflower Area NA and District 4 Coalition of Neighborhood Associations-

In accordance with the procedures of the City of Albuquerque's Integrated Development Ordinance (IDO) Subsection 14-16-6-4 (c) Neighborhood Meeting, we are providing you an opportunity to discuss a DRB Site Plan for Building Permit proposed in or near your neighborhood before we submit an application. This would be an informal meet where Tierra West, LLC would present the proposal, and we could discuss any ideas or concerns you may have.

Before submitting our application, we will send Mailed and/or emailed Public Notice as required by IDO Table 6-1-1 to make you aware of the public zoom meeting at which the project will be reviewed and decided by the City.

Attached for your review is information on the proposed project and contact information for questions.

Thank You.

Kind Regards,

Jaimie N. Garcia

Assistant Planner
Tierra West, LLC
5571 Midway Park Place NE
Albuquerque, NM 87109
o: 505-858-3100 Ext: 1213
f: 505-858-1118
jgarcia@tierrawestllc.com

PRIVILEGED AND CONFIDENTIAL

The information contained in this electronic mail message is confidential, may be privileged, and is intended only for the use of the individual(s) named above or their designee. If you are not the intended recipient of this message, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. Any unauthorized interception of this message is illegal under the law. If

you have received this message in error, please immediately notify me by return message or by telephone and delete the original message from your email system. Thank you.

7020 3160 0000 3393 0000 0202

U.S. Postal Service
CERTIFIED MAIL® RECEIPT
 Domestic Mail Only 2022092 DFT

For delivery information, visit our website at www.usps.com

OFFICIAL USE

Certified Mail Fee
 \$ 4.00

Extra Services & Fees (check box, add fees as appropriate)
 Return Receipt (hardcopy) \$ 3.45
 Return Receipt (electronic) \$ _____
 Certified Mail Restricted Delivery \$ _____
 Adult Signature Required \$ _____
 Adult Signature Restricted Delivery \$ _____

Postage
 \$ 0.57
 Total Postage and I
 \$ 7.82

Sent To
 Street and Apt. No.
 City, State, ZIP+4

District 4 Coalition of Neighborhood
 Associations
 Mark Reynolds
 6801 Barber Pl NE
 Albuquerque, NM. 87109

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7020 3160 0000 3393 0000 0202

U.S. Postal Service
CERTIFIED MAIL® RECEIPT
 Domestic Mail Only 2022092 DFT

For delivery information, visit our website at www.usps.com

OFFICIAL USE

Certified Mail Fee
 \$ 4.00

Extra Services & Fees (check box, add fees as appropriate)
 Return Receipt (hardcopy) \$ _____
 Return Receipt (electronic) \$ _____
 Certified Mail Restricted Delivery \$ _____
 Adult Signature Required \$ _____
 Adult Signature Restricted Delivery \$ _____

Postage
 \$ 0.57
 Total Postage and I
 \$ 7.82

Sent To
 Street and Apt. No.,
 City, State, ZIP+4®

District 4 Coalition of Neighborhood
 Associations
 Mildred Griffie
 PO Box 90986
 Albuquerque, NM. 87199

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7020 3160 0000 3393 0000 0202

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
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For delivery information, visit our website at www.usps.com

OFFICIAL USE

Certified Mail Fee
 \$ 4.00

Extra Services & Fees (check box, add fees as appropriate)
 Return Receipt (hardcopy) \$ 3.45
 Return Receipt (electronic) \$ _____
 Certified Mail Restricted Delivery \$ _____
 Adult Signature Required \$ _____
 Adult Signature Restricted Delivery \$ _____

Postage
 \$ 0.57
 Total Postage and I
 \$ 7.82

Sent To
 Street and Apt. No
 City, State, ZIP+4

Wildflower Area NA
 Glenn Garcia
 4901 Goldentread NE
 Albuquerque, NM. 87113

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7020 3160 0000 3393 0000 0202

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CERTIFIED MAIL® RECEIPT
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For delivery information, visit our website at www.usps.com

OFFICIAL USE

Certified Mail Fee
 \$ 4.00

Extra Services & Fees (check box, add fees as appropriate)
 Return Receipt (hardcopy) \$ 3.45
 Return Receipt (electronic) \$ _____
 Certified Mail Restricted Delivery \$ _____
 Adult Signature Required \$ _____
 Adult Signature Restricted Delivery \$ _____

Postage
 \$ 0.57
 Total Postage and I
 \$ 7.82

Sent To
 Street and Apt. No
 City, State, ZIP+4

Wildflower Area NA
 Larry Caudill
 4915 Watercress Drive NE
 Albuquerque, NM. 87113

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

Completed Neighborhood Meeting Request Form(s)

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

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

Date of Request*: 12.21.2022

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:

Neighborhood Association (NA)*: Wildflower Area NA

Name of NA Representative*: Glen Garcia

Email Address* or Mailing Address* of NA Representative¹: ggarcia103@comcast.net

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: vcarrica@tierrawestllc.com

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:

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

1. Subject Property Address* LT 24-A Blk 3 Plat for Lots 24-A and 24-B Block 3 Tract A Unit B North Albuquerque Acres
Location Description Between Venice Ave and Interstate 25
2. Property Owner* Venice Partners LLC
3. Agent/Applicant* [if applicable] Tierra West, LLC
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*}:

Submittal for Site Development for Building Permit

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*}:
Tierra West, LLC Vince Carrica, vcarrica@tierrawestllc.com, 505-858-3100

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

1. Zone Atlas Page(s)^{5*} D-17-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:

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] 1.2935 acres
 - b. IDO Zone District NR-LM
 - c. Overlay Zone(s) [if applicable] Character Protection Overlay Zone (3-4) North I-25 Area Building Height Sub-area 3
 - d. Center or Corridor Area [if applicable] N/A
 - 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>

Cc: Wildflower Area NA, Larry Caudill [Other Neighborhood Associations, if any]

Wildflower Area NA, Glenn Garcia

District 4 Coalition of Neighborhood Associations, Mildred Griffiee

District 4 Coalition of Neighborhood Associations, Mark Reynolds

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Required Notice at Submittal

Office of Neighborhood
Coordination Neighborhood
Meeting Inquiry Response

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

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

Date of Request*: 12.21.2022

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:

Neighborhood Association (NA)*: Wildflower Area NA

Name of NA Representative*: Glen Garcia

Email Address* or Mailing Address* of NA Representative¹: ggarcia103@comcast.net

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: vcarrica@tierrawestllc.com

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:

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

1. Subject Property Address* LT 24-A Blk 3 Plat for Lots 24-A and 24-B Block 3 Tract A Unit B North Albuquerque Acres
Location Description Between Venice Ave and Interstate 25
2. Property Owner* Venice Partners LLC
3. Agent/Applicant* [if applicable] Tierra West, LLC
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*}:

Submittal for Site Development for Building Permit

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*}:
Tierra West, LLC Vince Carrica, vcarrica@tierrawestllc.com, 505-858-3100

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

1. Zone Atlas Page(s)^{5*} D-17-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:

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.

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- 5. **For Site Plan Applications only***, attach site plan showing, at a minimum:
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 - 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] 1.2935 acres
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 - c. Overlay Zone(s) [if applicable] Character Protection Overlay Zone (3-4) North I-25 Area Building Height Sub-area 3
 - d. Center or Corridor Area [if applicable] N/A
 - 2. Current Land Use(s) [vacant, if none] Vacant
-

Useful Links

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Cc: Wildflower Area NA, Larry Caudill [Other Neighborhood Associations, if any]

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District 4 Coalition of Neighborhood Associations, Mildred Griffiee

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Neighborhood Association (NA)*: Wildflower Area NA

Name of NA Representative*: Larry Caudill

Email Address* or Mailing Address* of NA Representative¹: ltcaudill@comcast.net

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: vcarrica@tierrawestllc.com

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:

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

1. Subject Property Address* LT 24-A Blk 3 Plat for Lots 24-A and 24-B Block 3 Tract A Unit B North Albuquerque Acres
Location Description Between Venice Ave and Interstate 25
2. Property Owner* Venice Partners LLC
3. Agent/Applicant* [if applicable] Tierra West, LLC
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)

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[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*}:

Submittal for Site Development for Building Permit

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*}:
Tierra West, LLC Vince Carrica, vcarrica@tierrawestllc.com, 505-858-3100

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

1. Zone Atlas Page(s)^{5*} D-17-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^{*}:
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Additional Information:

- 1. From the IDO Zoning Map⁶:
 - a. Area of Property [typically in acres] 1.2935 acres
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 - d. Center or Corridor Area [if applicable] N/A
 - 2. Current Land Use(s) [vacant, if none] Vacant
-

Useful Links

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Cc: Wildflower Area NA, Larry Caudill [Other Neighborhood Associations, if any]

Wildflower Ave NA, Gleen Garcia

District 4 Coalition of Neighborhood Associations, Mildred Griffiee

District 4 Coalition of Neighborhood Associations, Mark Reynolds

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

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

Date of Request*: 12.21.2022

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:

Neighborhood Association (NA)*: District 4 Coalition of Neighborhood Associations

Name of NA Representative*: Mark Reynolds

Email Address* or Mailing Address* of NA Representative¹: reynolds@unm.edu

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: vcarrica@tierrawestllc.com

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:

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

1. Subject Property Address* LT 24-A Blk 3 Plat for Lots 24-A and 24-B Block 3 Tract A Unit B North Albuquerque Acres
Location Description Between Venice Ave and Interstate 25
2. Property Owner* Venice Partners LLC
3. Agent/Applicant* [if applicable] Tierra West, LLC
4. Application(s) Type* per IDO [Table 6-1-1](#) [mark all that apply]
 - Conditional Use Approval
 - Permit _____ (Carport or Wall/Fence – Major)
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 - Subdivision _____ (Minor or Major)

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

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

Summary of project/request^{3*}:

Submittal for Site Development for Building Permit

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 OR at a public meeting or hearing by:
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 - Landmarks Commission (LC) Environmental Planning Commission (EPC)
 - City Council
6. Where more information about the project can be found^{4*}:
Tierra West, LLC Vince Carrica, vcarrica@tierrawestllc.com, 505-858-3100

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

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Additional Information:

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2. Current Land Use(s) [vacant, if none] Vacant
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Useful Links

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

Date of Request*: 12.21.2022

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:

Neighborhood Association (NA)*: District 4 Coalition of Neighborhood Associations

Name of NA Representative*: Mildred Griffiee

Email Address* or Mailing Address* of NA Representative¹: mgriffiee@noreste.org

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: vcarrica@tierrawestllc.com

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:

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

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4. Application(s) Type* per IDO [Table 6-1-1](#) [mark all that apply]
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Summary of project/request^{3*}:

Submittal for Site Development for Building Permit

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 - City Council
6. Where more information about the project can be found^{4*}:
Tierra West, LLC Vince Carrica, vcarrica@tierrawestllc.com, 505-858-3100

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

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Additional Information:

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Useful Links

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Email Address* or Mailing Address* of NA Representative¹: ltcaudill@comcast.net

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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:

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

1. Subject Property Address* LT 24-A Blk 3 Plat for Lots 24-A and 24-B Block 3 Tract A Unit B North Albuquerque Acres
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4. Application(s) Type* per IDO [Table 6-1-1](#) [mark all that apply]
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Summary of project/request^{3*}:

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6. Where more information about the project can be found^{4*}:
Tierra West, LLC Vince Carrica, vcarrica@tierrawestllc.com, 505-858-3100

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

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Name of NA Representative*: Mark Reynolds

Email Address* or Mailing Address* of NA Representative¹: reynolds@unm.edu

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Meeting Date / Time / Location:

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1. Subject Property Address* LT 24-A Blk 3 Plat for Lots 24-A and 24-B Block 3 Tract A Unit B North Albuquerque Acres
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- Vacation _____ (Easement/Private Way or Public Right-of-way)
- Variance
- Waiver
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Summary of project/request^{3*}:

Submittal for Site Development for Building Permit

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)
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6. Where more information about the project can be found^{4*}:
Tierra West, LLC Vince Carrica, vcarrica@tierrawestllc.com, 505-858-3100

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

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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
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 - Deviation(s) Variance(s) Waiver(s)
 Explanation:

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] 1.2935 acres
 - b. IDO Zone District NR-LM
 - c. Overlay Zone(s) [if applicable] Character Protection Overlay Zone (3-4) North I-25 Area Building Height Sub-area 3
 - d. Center or Corridor Area [if applicable] N/A
 - 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>

Cc: Wildflower Area NA, Larry Caudill [Other Neighborhood Associations, if any]

Wildflower Area NA, Glenn Garcia

District 4 Coalition of Neighborhood Associations, Mildred Griffiee

District 4 Coalition of Neighborhood Associations, Mark Reynolds

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

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

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

Date of Request*: 12.21.2022

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:

Neighborhood Association (NA)*: District 4 Coalition of Neighborhood Associations

Name of NA Representative*: Mildred Griffiee

Email Address* or Mailing Address* of NA Representative¹: mgriffiee@noreste.org

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: vcarrica@tierrawestllc.com

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:

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

1. Subject Property Address* LT 24-A Blk 3 Plat for Lots 24-A and 24-B Block 3 Tract A Unit B North Albuquerque Acres
Location Description Between Venice Ave and Interstate 25
2. Property Owner* Venice Partners LLC
3. Agent/Applicant* [if applicable] Tierra West, LLC
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*}:

Submittal for Site Development for Building Permit

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*}:
Tierra West, LLC Vince Carrica, vcarrica@tierrawestllc.com, 505-858-3100

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

1. Zone Atlas Page(s)^{5*} D-17-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:

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] 1.2935 acres
 - b. IDO Zone District NR-LM
 - c. Overlay Zone(s) [if applicable] Character Protection Overlay Zone (3-4) North I-25 Area Building Height Sub-area 3
 - d. Center or Corridor Area [if applicable] N/A
 - 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>

Cc: Wildflower Area NA, Larry Caudill [Other Neighborhood Associations, if any]

Wildflower Area NA, Glenn Garcia

District 4 Coalition of Neighborhood Associations, Mildred Griffiee

District 4 Coalition of Neighborhood Associations, Mark Reynolds

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

Required Notice at Submittal

Office of Neighborhood

Coordination Neighborhood

Meeting Inquiry Response

From: Carmona, Dalaina L. <dlcarmona@cabq.gov>
Sent: Monday, February 13, 2023 12:19 PM
To: Jaimie Garcia
Subject: VENICE AVE AND INTERSTATE 25 Public Notice Inquiry Sheet Submission
Attachments: B-18.pdf

PLEASE NOTE:

The City Council recently voted to update the Neighborhood Association Recognition Ordinance (NARO) and the Office of Neighborhood Coordination (ONC) is working to ensure all neighborhood associations and neighborhood coalitions are in compliance with the updated ordinance. There will likely be many updates and changes to association and coalition contact information over the next several months. With that in mind, please check with the ONC every two (2) weeks to ensure that the contact information you have for associations and coalitions is up to date.

Dear Applicant:

Please find the neighborhood contact information listed below. Please make certain to read the information further down in this e-mail as it will help answer other questions you may have.

Association Name	First Name	Last Name	Email	Address Line 1
Wildflower Area NA	Glenn	Garcia	ggarcia103@comcast.net	4901 Goldenth
Wildflower Area NA	Larry	Caudill	ltcaudill@comcast.net	4915 Watercre NE
District 4 Coalition of Neighborhood Associations	Ellen	Dueweke	edueweke@juno.com	PO Box 90986
District 4 Coalition of Neighborhood Associations	Mildred	Griffiee	mgriffiee@noreste.org	PO Box 90986

The ONC does not have any jurisdiction over any other aspect of your application beyond this neighborhood contact information. We can't answer questions about sign postings, pre-construction meetings, permit status, site plans, buffers, or project plans, so we encourage you to contact the Planning Department at: 505-924-3857 Option #1, e-mail: devhelp@cabq.gov, or visit: <https://www.cabq.gov/planning/online-planning-permitting-applications> with those types of questions.

Please note the following:

- You will need to e-mail each of the listed contacts and let them know that you are applying for an approval from the Planning Department for your project.
- Please use this online link to find the required forms you will need to submit your permit application. <https://www.cabq.gov/planning/urban-design-development/public-notice>.

- The Checklist form you need for notifying neighborhood associations can be found here: https://documents.cabq.gov/planning/online-forms/PublicNotice/CABQ-Official_public_notice_form-2019.pdf.
- The Administrative Decision form you need for notifying neighborhood associations can be found here: <https://documents.cabq.gov/planning/online-forms/PublicNotice/Emailed-Notice-Administrative-Print&Fill.pdf>
- Once you have e-mailed the listed contacts in each neighborhood, you will need to attach a copy of those e-mails AND a copy of this e-mail from the ONC to your application and submit it to the Planning Department for approval.

If your application requires you to offer a neighborhood meeting, you can click on this link to find required forms to use in your e-mail to the neighborhood association(s):

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

If your application requires a pre-application or pre-construction meeting, please plan on utilizing virtual platforms to the greatest extent possible and adhere to all current Public Health Orders and recommendations. The health and safety of the community is paramount.

If you have questions about what type of notification is required for your particular project or meetings that might be required, please click on the link below to see a table of different types of projects and what notification is required for each:

<https://ido.abc-zone.com/integrated-development-ordinance-ido?document=1&outline-name=6-1%20Procedures%20Summary%20Table>

Thank you.



Dalaina L. Carmona

Senior Administrative Assistant
Office of Neighborhood Coordination
Council Services Department
1 Civic Plaza NW, Suite 9087, 9th Floor
Albuquerque, NM 87102
505-768-3334

dlcarmona@cabq.gov or ONC@cabq.gov

Website: www.cabq.gov/neighborhoods



Confidentiality Notice: This e-mail, including all attachments is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited unless specifically provided under the New Mexico Inspection of Public Records Act. If you are not the intended recipient, please contact the sender and destroy all copies of this message.

From: webmaster@cabq.gov <webmaster@cabq.gov>
Sent: Monday, February 13, 2023 11:09 AM
To: Office of Neighborhood Coordination <jgarcia@tierrawestllc.com>
Cc: Office of Neighborhood Coordination <onc@cabq.gov>
Subject: Public Notice Inquiry Sheet Submission

[EXTERNAL] Forward to phishing@cabq.gov and delete if an email causes any concern.

Public Notice Inquiry For:

Development Review Board

If you selected "Other" in the question above, please describe what you are seeking a Public Notice Inquiry for below:

Contact Name

Jaimie Garcia

Telephone Number

5058583100

Email Address

jgarcia@tierrawestllc.com

Company Name

Tierra West, LLC

Company Address

5571 Midway Park Place NE

City

Albuquerque

State

NM

ZIP

87109

Legal description of the subject site for this project:

LT 24-A BLK 3 PLAT FOR LOTS 24-A AND 24-B BLOCK 3 TRACT A UNIT B NORTH ALBUQUERQUE ACRES

Physical address of subject site:

VENICE AVE AND INTERSTATE 25

Subject site cross streets:

VENICE AVE AND INTERSTATE 25

Other subject site identifiers:

This site is located on the following zone atlas page:

B-18-Z

Captcha

x

Completed Notification form(s),
proof of additional information
provided in accordance with
IDOSection 6-4(K)(1)(b)

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

**Public Notice of a Proposed Project in the City of Albuquerque
for Decisions Requiring a Meeting or Hearing
Mailed/Emailed to a Neighborhood Association**

Date of Notice*: _____

This notice of an application for a proposed project is provided as required by Integrated Development Ordinance (IDO) [Subsection 14-16-6-4\(K\) Public Notice](#) to:

Neighborhood Association (NA)*: _____

Name of NA Representative*: _____

Email Address* or Mailing Address* of NA Representative¹: _____

Information Required by [IDO Subsection 14-16-6-4\(K\)\(1\)\(a\)](#)

1. Subject Property Address* _____

Location Description _____

2. Property Owner* _____

3. Agent/Applicant* [if applicable] _____

4. Application(s) Type* per IDO [Table 6-1-1](#) [mark all that apply]

Site Plan

Other: _____

Summary of project/request²*:

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 Attach additional information, as needed to explain the project/request.

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

5. This application will be decided administratively by the Development Facilitation Team (DFT)

Application materials: <https://www.cabq.gov/planning/development-review-services/site-plan-admin-dft>

To contact staff, email PLNDRS@cabq.gov or call the Planning Department at 505-924-3946.

6. Where more information about the project can be found*⁴:

Information Required for Mail/Email Notice by [IDO Subsection 6-4\(K\)\(1\)\(b\)](#):

1. Zone Atlas Page(s)*⁵ _____
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 have been requested for this project*:

Deviation(s) Variance(s) Waiver(s)

Explanation*:

4. A Pre-submittal Neighborhood Meeting was required by [Table 6-1-1](#): Yes No

Summary of the Pre-submittal Neighborhood Meeting, if one occurred:

³ Physical address or Zoom link

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 [Optional]:

From the IDO Zoning Map⁶:

1. Area of Property [typically in acres] _____
 2. IDO Zone District _____
 3. Overlay Zone(s) [if applicable] _____
 4. Center or Corridor Area [if applicable] _____
- Current Land Use(s) [vacant, if none] _____
-

NOTE: Pursuant to [IDO Subsection 14-16-6-4\(L\)](#), property owners within 330 feet and Neighborhood Associations within 660 feet may request a post-submittal facilitated meeting. If requested at least 15 calendar days before the public meeting/hearing date noted above, the facilitated meeting will be required. To request a facilitated meeting regarding this project, contact the Planning Department at devhelp@cabq.gov or 505-924-3955.

Useful Links

Integrated Development Ordinance (IDO):

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

IDO Interactive Map

<https://tinyurl.com/IDOzoningmap>

Cc: _____ [Other Neighborhood Associations, if any]

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**Public Notice of a Proposed Project in the City of Albuquerque
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Mailed/Emailed to a Neighborhood Association**

Date of Notice*: _____

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Neighborhood Association (NA)*: _____

Name of NA Representative*: _____

Email Address* or Mailing Address* of NA Representative¹: _____

Information Required by [IDO Subsection 14-16-6-4\(K\)\(1\)\(a\)](#)

1. Subject Property Address* _____

Location Description _____

2. Property Owner* _____

3. Agent/Applicant* [if applicable] _____

4. Application(s) Type* per IDO [Table 6-1-1](#) [mark all that apply]

Site Plan

Other: _____

Summary of project/request²*:

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.

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To contact staff, email PLNDRS@cabq.gov or call the Planning Department at 505-924-3946.

- 6. Where more information about the project can be found*⁴:

Information Required for Mail/Email Notice by [IDO Subsection 6-4\(K\)\(1\)\(b\)](#):

- 1. Zone Atlas Page(s)*⁵ _____
- 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
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Deviation(s) Variance(s) Waiver(s)

Explanation*:

- 4. A Pre-submittal Neighborhood Meeting was required by [Table 6-1-1](#): Yes No

Summary of the Pre-submittal Neighborhood Meeting, if one occurred:

³ Physical address or Zoom link

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

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5. **For Site Plan Applications only***, attach site plan showing, at a minimum:
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Additional Information [Optional]:

From the IDO Zoning Map⁶:

1. Area of Property [typically in acres] _____
 2. IDO Zone District _____
 3. Overlay Zone(s) [if applicable] _____
 4. Center or Corridor Area [if applicable] _____
- Current Land Use(s) [vacant, if none] _____
-

NOTE: Pursuant to [IDO Subsection 14-16-6-4\(L\)](#), property owners within 330 feet and Neighborhood Associations within 660 feet may request a post-submittal facilitated meeting. If requested at least 15 calendar days before the public meeting/hearing date noted above, the facilitated meeting will be required. To request a facilitated meeting regarding this project, contact the Planning Department at devhelp@cabq.gov or 505-924-3955.

Useful Links

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Cc: _____ [Other Neighborhood Associations, if any]

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**Public Notice of a Proposed Project in the City of Albuquerque
for Decisions Requiring a Meeting or Hearing
Mailed/Emailed to a Neighborhood Association**

Date of Notice*: _____

This notice of an application for a proposed project is provided as required by Integrated Development Ordinance (IDO) [Subsection 14-16-6-4\(K\) Public Notice](#) to:

Neighborhood Association (NA)*: _____

Name of NA Representative*: _____

Email Address* or Mailing Address* of NA Representative¹: _____

Information Required by [IDO Subsection 14-16-6-4\(K\)\(1\)\(a\)](#)

1. Subject Property Address* _____

Location Description _____

2. Property Owner* _____

3. Agent/Applicant* [if applicable] _____

4. Application(s) Type* per IDO [Table 6-1-1](#) [mark all that apply]

Site Plan

Other: _____

Summary of project/request²*:

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.

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6. Where more information about the project can be found*⁴:

Information Required for Mail/Email Notice by [IDO Subsection 6-4\(K\)\(1\)\(b\)](#):

1. Zone Atlas Page(s)*⁵ _____
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
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Explanation*:

4. A Pre-submittal Neighborhood Meeting was required by [Table 6-1-1](#): Yes No

Summary of the Pre-submittal Neighborhood Meeting, if one occurred:

³ Physical address or Zoom link

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

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 - Total gross floor area of proposed project.
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Additional Information [Optional]:

From the IDO Zoning Map⁶:

1. Area of Property [typically in acres] _____
 2. IDO Zone District _____
 3. Overlay Zone(s) [if applicable] _____
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- Current Land Use(s) [vacant, if none] _____
-

NOTE: Pursuant to [IDO Subsection 14-16-6-4\(L\)](#), property owners within 330 feet and Neighborhood Associations within 660 feet may request a post-submittal facilitated meeting. If requested at least 15 calendar days before the public meeting/hearing date noted above, the facilitated meeting will be required. To request a facilitated meeting regarding this project, contact the Planning Department at devhelp@cabq.gov or 505-924-3955.

Useful Links

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IDO Interactive Map

<https://tinyurl.com/IDOzoningmap>

Cc: _____ [Other Neighborhood Associations, if any]

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

**Public Notice of a Proposed Project in the City of Albuquerque
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Date of Notice*: _____

This notice of an application for a proposed project is provided as required by Integrated Development Ordinance (IDO) [Subsection 14-16-6-4\(K\) Public Notice](#) to:

Neighborhood Association (NA)*: _____

Name of NA Representative*: _____

Email Address* or Mailing Address* of NA Representative¹: _____

Information Required by [IDO Subsection 14-16-6-4\(K\)\(1\)\(a\)](#)

1. Subject Property Address* _____

Location Description _____

2. Property Owner* _____

3. Agent/Applicant* [if applicable] _____

4. Application(s) Type* per IDO [Table 6-1-1](#) [mark all that apply]

Site Plan

Other: _____

Summary of project/request²*:

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.

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To contact staff, email PLNDRS@cabq.gov or call the Planning Department at 505-924-3946.

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³ Physical address or Zoom link

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Additional Information [Optional]:

From the IDO Zoning Map⁶:

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 4. Center or Corridor Area [if applicable] _____
- Current Land Use(s) [vacant, if none] _____
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Useful Links

Integrated Development Ordinance (IDO):

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

IDO Interactive Map

<https://tinyurl.com/IDOzoningmap>

Cc: _____ [Other Neighborhood Associations, if any]

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

Proof of Email with Read
Receipt OR Certified Letter
offering meeting to applicable
associations

From: Jaimie Garcia
Sent: Tuesday, February 14, 2023 11:22 AM
To: ggarcia103@comcast.net; ltcaudill@comcast.net;
edueweke@juno.com; mgriffie@noreste.org
Cc: Vince Carrica; Ron Bohannan; Yvanna Escajeda
Subject: [#2022092] 2022092 Glassrite Site Plan Administrative- DFT Submittal
2.14.23
Attachments: 2022092 2.14.23 Glassrite Site Plan Admin DFT.pdf

12d Synergy: -1
12d Synergy Job: Tierra West llc/Projects/2022/2022092 Glass Rite on Venice Street
12d Synergy Project: Tierra West llc/Projects/2022/2022092 Glass Rite on Venice Street
12dSynergySendGUID: 735f730c-ba1f-4298-9006-c870d06bbdcb

Good Morning Wildflower Area NA & District 4 Coalition of Neighborhood Associations-

In accordance with the procedures of the City of Albuquerque's Integrated Development Ordinance (IDO) Subsection 14-16-6-4 (k) Public Notice, we are notifying you as a Neighborhood Association/s that we will be submitting an application to the Development Facilitation Team for Site Plan Administrative-DFT to be reviewed by City of Albuquerque staff.

Before submitting our application, it is required per IDO Table 6-1-1 to send electronic mail to make you aware of the application being reviewed and decided by the City of Albuquerque staff.

Attached for your review is the Site Plan on the proposed project and contact information for any questions.

Kind Regards,

Jaimie N. Garcia

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