



DEVELOPMENT REVIEW APPLICATION

Effective 4/17/19

Please check the appropriate box and refer to supplemental forms for submittal requirements. All fees must be paid at the time of application.									
Administrative Decisions	De	ecisio	ons Requiring a Pub	olic Meeting or Hearing	Policy	Policy Decisions			
☑ Archaeological Certificate (Form P3	1)	Site Plan – EPC including any Variances – EPC Form P1)				☐ Adoption or Amendment of Comprehensive Plan or Facility Plan (Form Z)			
☐ Historic Certificate of Appropriatene (Form L)	ss – Minor	☐ Master Development Plan (Form P1)			☐ Adoption or Amendment of Historic Designation (Form L)				
☐ Alternative Signage Plan (Form P3)		Histo orm L		propriateness – Major	□ Am	☐ Amendment of IDO Text (Form Z)			
☐ Minor Amendment to Site Plan (For	m P3) 🗆	Dem	olition Outside of HP	O (Form L)	☐ Anr	☐ Annexation of Land (Form Z)			
☐ WTF Approval (Form W1)		☐ Historic Design Standards and Guidelines (Form L)			☐ Am	☐ Amendment to Zoning Map – EPC (Form Z)			
		☐ Wireless Telecommunications Facility Waiver (Form W2)			□ Am	☐ Amendment to Zoning Map – Council (Form Z)			
					Appeals				
					☐ Dec	☐ Decision by EPC, LC, ZHE, or City Staff (Form			
					A)				
APPLICATION INFORMATION									
Applicant: Titan Development					Phone: 505 998 0163				
Address: 6300 Riverside Plaza	Lane Suite	200)		Email:				
City: Albuquerque			State: NM			Zip: 87120			
Professional/Agent (if any): Consen	sus Plannin	g			Ph	Phone:			
Address: 302 8th Street						Email: Frank@consensusplanning.co			
City: Albuquerque				State: NM		Zip: 87102			
Proprietary Interest in Site:				List all owners: Cedar Investors LLC					
BRIEF DESCRIPTION OF REQUEST									
Site Plan - Administrative	(DFT) to co	nstr	uct a food hall						
SITE INFORMATION (Accuracy of the	e existing lega	l des	cription is crucial!	Attach a separate sheet if	necessa	ary.)			
Lot or Tract No.: Tract 4			Block:			Unit:			
Subdivision/Addition: The Highlands				MRGCD Map No.:		UPC Code: 101505718237521704			
Zone Atlas Page(s): K15		Existing Zoning: MX-M			Proposed Zoning: MX-M				
# of Existing Lots: 1		# of Proposed Lots: 1			Total Area of Site (acres):				
LOCATION OF PROPERTY BY STRE	ETS								
Site Address/Street:		Between: Cedar			and: Central				
CASE HISTORY (List any current or	prior project a	nd ca	se number(s) that r	may be relevant to your re	quest.)				
1 00-									
Signature:						Date: 2/27/23			
Printed Name: Jim Strozier						☐ Applicant or ☑ Agent			
FOR OFFICIAL USE ONLY									
Case Numbers Action		Fees		Case Numbers		Action	Fees		
Meeting/Hearing Date:						Fee Total:			
Staff Signature:	Date:	Project #							

FORM P3 Page 1 of 3

FORM P3: ADMINISTRATIVE DECISIONS AND MINOR AMENDMENTS

_ ARCHAEOLOGICAL CERTIFICATE

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) Development Review application form completed, signed, and dated
2) Form P3 with all the submittal items checked/marked
3) Zone Atlas map with the entire site clearly outlined and labeled
4) Letter of authorization from the property owner if application is submitted by an agent
5) Archaeological Compliance Form with property information section completed
6) Only the information above is required unless the City Archaeologist determines that the application does not qualify for a Certificate of No Effect, in which case a treatment plan prepared by a qualified archaeologist that adequately mitigates any archeological impacts of the proposed development must be submitted and reviewed for a Certificate of Approval per the criteria in IDO Section 14-16-6-5(A)(3)(b)
_ MINOR AMENDMENT TO SITE PLAN – ADMIN, EPC, or DRB
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. 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. PLNDRS@cabq.gov prior to making a submittal. Zipped files or those over 9 MB cannot be delivered via email.
1) Development Review application form completed, signed, and dated
2) Form P3 with all the submittal items checked/marked
3) Zone Atlas map with the entire site clearly outlined and labeled
4) Letter of authorization from the property owner if application is submitted by an agent
5) Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-4(Y)(2)
6) The approved Site Plan being amended
7) Copy of the Official Notice of Decision associated with the prior approval
8) The proposed Site Plan, with changes circled and noted Refer to the Site Plan Checklist for information need on the proposed Site Plan Minor Amendments be within the thresholds established in IDO Table 6-4-4. Any amendment beyond these thresholds is

considered a Major Amendment and must be processed through the original decision-making body for the request

FORM P3 Page 2 of 3

_ MINOR AMENDMENT TO SITE DEVELOPMENT PLAN APPROVED PRIOR TO THE EFFECTIVE DATE OF THE IDO

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) Development Review application form completed, signed, and dated
2) Form P3 with all the submittal items checked/marked
3) Zone Atlas map with the entire site clearly outlined and labeled
4) Letter of authorization from the property owner if application is submitted by an agent
5) Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-4(Z)(1)(a)
6) The approved Site Plan being amended
7) Copy of the Official Notice of Decision associated with the prior approval
8) The proposed Site Plan, with changes circled and noted Refer to the Site Plan Checklist for information need on the proposed Site Plan Minor Amendments be within the thresholds established in IDO Table 6-4-4. Any amendment beyond these thresholds is considered a Major Amendment and must be processed through the original decision-making body for the request
_ ACCELERATED EXPIRATION OF SITE PLAN
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) Development Review application form completed, signed, and dated
2) Form P3 with all the submittal items checked/marked
3) Zone Atlas map with the entire site clearly outlined and labeled
4) Letter of authorization from the property owner if application is submitted by an agent
5) Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-5(C)(3)(b)

_____ 6) Site Plan to be Expired

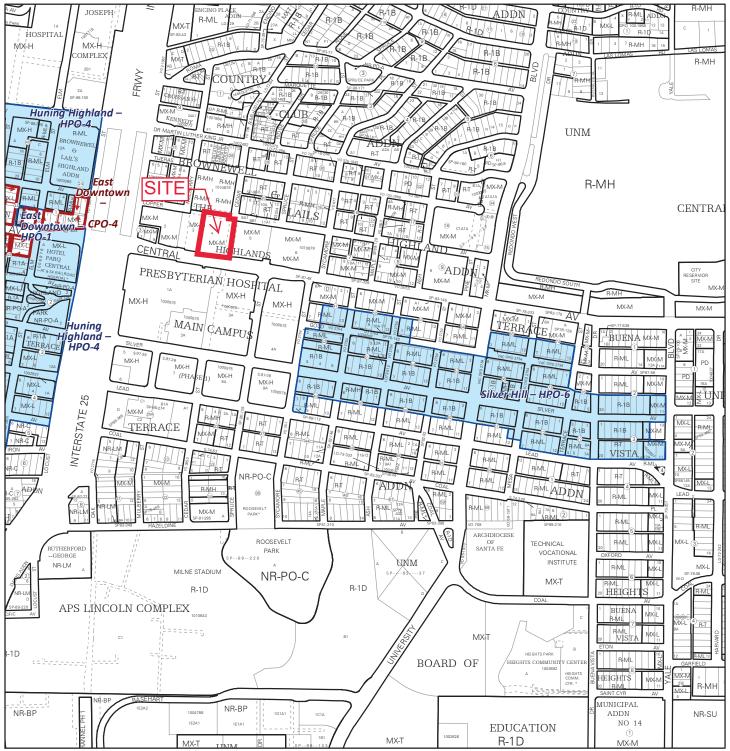
FORM P3 Page 3 of 3

_ ALTERNATIVE SIGNAGE PLAN

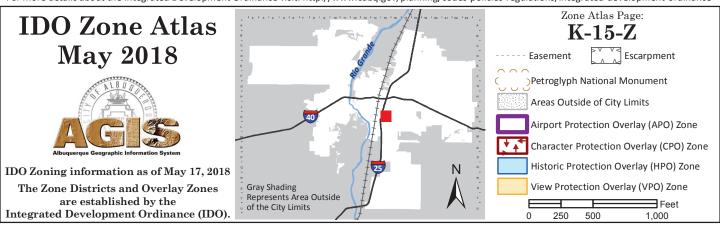
_____ 6) Landscape Plan

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) Development Review application form completed, signed, and dated
2) Form P3 with all the submittal items checked/marked
3) Zone Atlas map with the entire site clearly outlined and labeled
4) Letter of authorization from the property owner if application is submitted by an agent
5) Proposed Alternative Signage Plan compliant with IDO Section 14-16-5-12(F)(5)
6) Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-5(C)(3)(b)
7) Sign Posting Agreement
8) Required Content of Notice <u>at Submittal</u> per IDO Section 14-16-6-4(K)(1)
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
_ ALTERNATIVE LANDSCAPING PLAN
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) Development Review application form completed, signed, and dated
2) Form P3 with all the submittal items checked/marked
3) Zone Atlas map with the entire site clearly outlined and labeled
4) Letter of authorization from the property owner if application is submitted by an agent
5) Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-5-6(C)(16)



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



February 27, 2023

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

RE: Property Owner Letter of Authorization

To Whom It May Concern:

Cedar Investors LLC hereby authorizes Consensus Planning, Inc. to act as our agent relating to all applications, submittals, meetings, and other formal representation associated with the approval of a Site Plan - Administrative (DFT) for the subject property legally described as *Tract 4 Plat of the Highlands (Blocks 3,4,5,6, & 21 Brownwell & Lail's Highland Addition)*.

Sincerely,

Cedar Investors LLC



Tim Keller, Mayor Sarita Nair, CAO

City of Albuquerque

P.O. Box 1293 Albuquerque, NM 87103 **Planning Department**

Alan Varela, Interim Director

DATE:				
SUBJECT:				
Case Number(s): Agent: Applicant: Legal Description: Zoning: Acreage: Zone Atlas Page(s):				
CERTIFICATE OF NO EFFECT:	Yes	No		
CERTIFICATE OF APPROVAL:	Yes	No		
SUPPORTING DOCUMENTATION:				
SITE VISIT: RECOMMENDATIONS:				
SUBMITTED BY:	_		SUBMITTED TO:	
Date				