



Effective 12/15/2022

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

<b>MISCELLANEOUS APPLICATIONS</b>		<input type="checkbox"/> Extension of Infrastructure List or IIA (Form S3)
<input type="checkbox"/> Site Plan Administrative DFT (Forms P & P2)	<b>PRE-APPLICATIONS</b>	
<input type="checkbox"/> Final EPC Sign-off for Master Development/Site Plans - EPC (Form P2)	<input checked="" 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)	<b>APPEAL</b>	
<input type="checkbox"/> Extension of IIA: Temp. Def. of S/W (Form S3)	<input type="checkbox"/> Administrative Decision (Form A)	
<b>BRIEF DESCRIPTION OF REQUEST</b>		
We would like to divide this plat to create two lots, the existing addresses are: 301 Edith SE and 416 Silver SE		
<b>APPLICATION INFORMATION</b>		
Applicant/Owner: Stacey Seidel		Phone: 505.489.7972
Address: 1400 Quincy Street NE		Email: seidelmgt@gmail.com
City: Albuquerque	State: NM	Zip: 87110
Professional/Agent (if any): None		Phone:
Address:		Email:
City:	State:	Zip:
Proprietary Interest in Site:		List <u>all</u> owners:
<b>SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)</b>		
Lot or Tract No.: 1	Block: 16	Unit:
Subdivision/Addition: Hunings Highland AddN	MRGCD Map No.:	UPC Code: 101405742630610508
Zone Atlas Page(s):	Existing Zoning: R-1A	Proposed Zoning: R-1A
# of Existing Lots: 1	# of Proposed Lots: 2	Total Area of Site (Acres): .16
<b>LOCATION OF PROPERTY BY STREETS</b>		
Site Address/Street: 301 Edith SE	Between: Silver	and: Lead
<b>CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)</b>		
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: <i>Stacey Seidel</i>		Date: 3.31.2023
Printed Name: Stacey Seidel		<input type="checkbox"/> Applicant or <input type="checkbox"/> Agent

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

**AMENDMENT TO INFRASTRUCTURE LIST**

A Single PDF file of the complete application including all documents being submitted must be emailed to [PLNDRS@cabq.gov](mailto:PLNDRS@cabq.gov) prior to making a submittal. Zipped files or those over 9 MB cannot be delivered via email, in which case the PDF must be provided to City Staff using other online resources such as Dropbox or FTP. The PDF shall be organized in the number order below.

- \_\_\_ 1) DFT Application form completed, signed, and dated
- \_\_\_ 2) Form S3 with all the submittal items checked/marked
- \_\_\_ 3) Zone Atlas map with the entire site clearly outlined and labeled
- \_\_\_ 4) Letter of authorization from the property owner if application is submitted by an agent
- \_\_\_ 5) Proposed Amended Infrastructure List
- \_\_\_ 6) Original Infrastructure List

**TEMPORARY DEFERRAL OF SIDEWALK CONSTRUCTION**

A Single PDF file of the complete application including all documents being submitted must be emailed to [PLNDRS@cabq.gov](mailto:PLNDRS@cabq.gov) prior to making a submittal. Zipped files or those over 9 MB cannot be delivered via email, in which case the PDF must be provided to City Staff using other online resources such as Dropbox or FTP. The PDF shall be organized in the number order below.

- \_\_\_ 1) DFT Application form completed, signed, and dated
- \_\_\_ 2) Form S3 with all the submittal items checked/marked
- \_\_\_ 3) Zone Atlas map with the entire site clearly outlined and labeled
- \_\_\_ 4) Letter of authorization from the property owner if application is submitted by an agent
- \_\_\_ 5) A scale drawing showing the location of the deferred sidewalk with appropriate dimensions

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

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- \_\_\_ 1) DFT Application form completed, signed, and dated
- \_\_\_ 2) Form S3 with all the submittal items checked/marked
- \_\_\_ 3) Zone Atlas map with the entire site clearly outlined and labeled

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- \_\_\_ 4) Letter of authorization from the property owner if application is submitted by an agent
- \_\_\_ 5) Letter describing, explaining, and justifying the deferral or extension
- \_\_\_ 6) Drawing showing the sidewalks subject to the proposed deferral or extension

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

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- \_\_\_ 1) DFT Application form completed, signed, and dated
- \_\_\_ 2) Form S3 with all the submittal items checked/marked
- \_\_\_ 3) Zone Atlas map with the entire site clearly outlined and labeled
- \_\_\_ 4) Letter of authorization from the property owner if application is submitted by an agent
- \_\_\_ 5) Letter describing, explaining, and justifying the request per IDO Section 14-16-6-4(X)(4)
- \_\_\_ 6) Preliminary Plat or Site Plan
- \_\_\_ 7) Copy of DRB approved Infrastructure List
- \_\_\_ 8) Copy of recorded IIA

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

A Single PDF file of the complete application including all documents being submitted must be emailed to [PLNDRS@cabq.gov](mailto:PLNDRS@cabq.gov) prior to making a submittal. Zipped files or those over 9 MB cannot be delivered via email, in which case the PDF must be provided to City Staff using other online resources such as Dropbox or FTP. The PDF shall be organized in the number order below.

- ✓ 1) DFT Application form completed, signed, and dated
- ✓ 2) Form S3 with all the submittal items checked/marked
- ✓ 3) Zone Atlas map with the entire site clearly outlined and labeled
- ✓ 5) Letter describing, explaining, and justifying the request
- ✓ 6) Scale drawing of the proposed subdivision plat or Site Plan
- ✓ 7) Site sketch with measurements showing structures, parking, building setbacks, adjacent rights-of-way, and street improvements, if there is any existing land use









**SEIDEL**  
**CONSTRUCTION REMODEL DESIGN**

SCRD LLC  
1400 Quincy Street NE  
Albuquerque NM 87110

4/3/2023

**RE: Development Facilitation Team (DFT)**

The subject property is a corner lot with two existing addresses, 301 Edith and 416 Silver. These two homes currently function independently of each other with their own parking, storage, addresses, and utilities. Our goal is to subdivide to create housing and home ownership for two families, this would require little to no improvements to the property.

We have included two subdivision options (Plan A and Plan B) on our site sketch. Site sketch plan A is our preference due to the fact that each house is left with appropriate parking and a garage for the house size. In this plan the property at 301 Edith would have a lot size of approximately 4700sqft and would have two parking spaces and a garage which is appropriate for this 2800sqft home. The property at 416 Silver, an 880sqft home, would have a lot size of approximately 2200sqft, however it meets the guidelines in that the property frontage would be approximately 43ft which is greater than the 25ft requirement. It would also have one parking spot on the west side of the home as well as a garage.

Site sketch plan B which is much closer to meeting IDO dimensional standards, in this plan 301 Edith lot size would be 3500sqft. The property at 416 Silver would be 3400sqft. Which would come within 100sqft of meeting dimensions standards.

The Bernalillo County parcel IDO shows the lot to be .1584 acre which is 6900sqft. These numbers do not match measurements taken from the city lot line. In measurements on site actually indicate that the property is approximately 143sqft x 51sqft which is slightly over the square feet needed to create the two 3500sqft lots.

Although these lots would deviate from your 3500sqft lot size by 100sqft max, we feel that there is reasonable precedent on our block and adjacent blocks.

Examples –

323 Edith Blvd SE and 413 Lead Ave SE which are on the same block and also a corner lot has been subdivided

412 Silver Ave SE and 300 Arno, adjacent

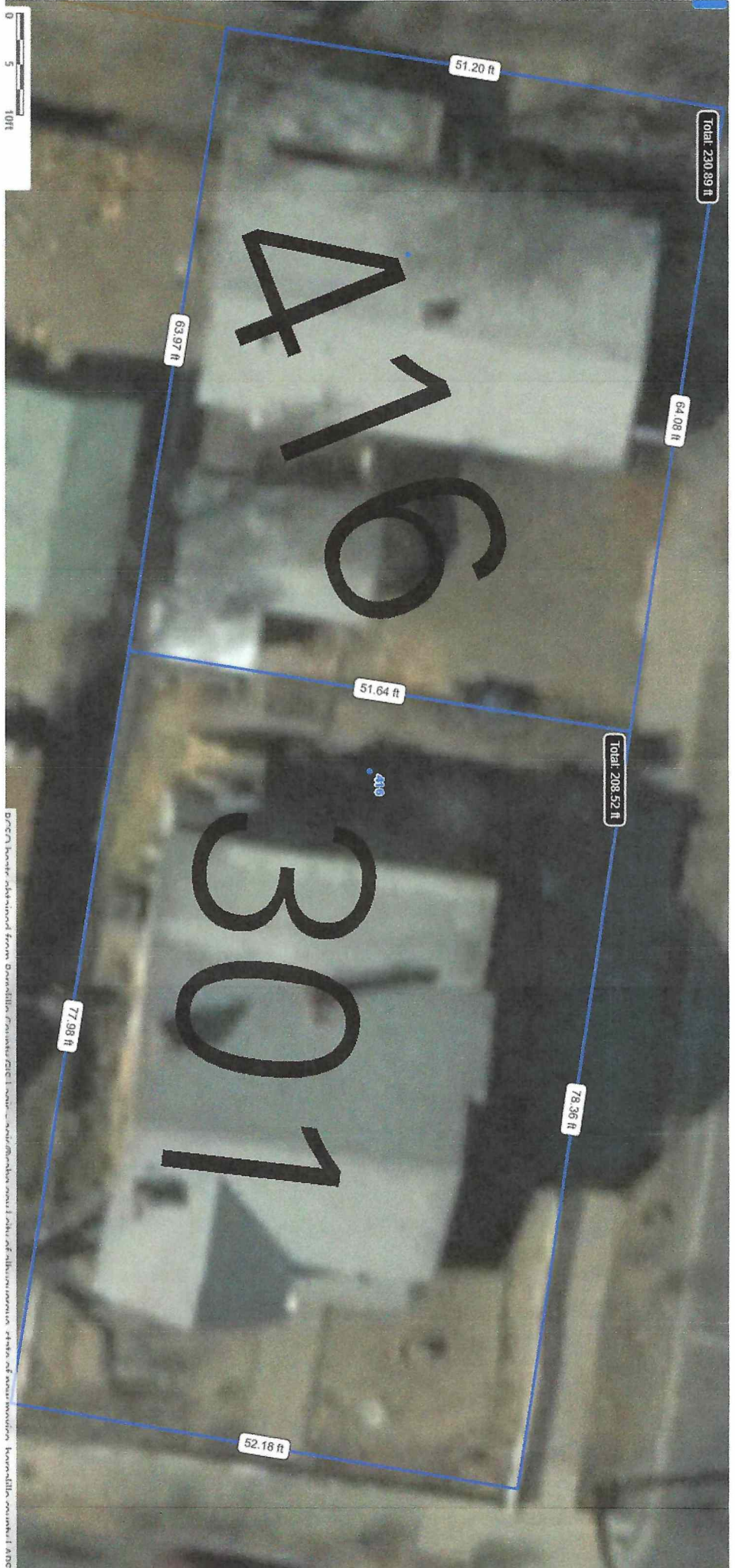
224 Edith and 509 Silver Ave se (.0585 Acre), across the intersection from subject property.

Stacey Seidel  
SCRD, LLC.

Stacey Seidel  
**SCRD L.L.C.**

**Seidel Construction Remodel & Design LLC**

1400 Quincy Street NE  
Albuquerque, NM. 87110  
505-489-7972 or 505-203-5864  
[www.Seideldesignbuild.com](http://www.Seideldesignbuild.com)



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# SITE SKETCH PLAN A

POTENTIAL PARKING

APPROXIMATE LOT  
SQFT 2200

APPROXIMATE LOT  
SQFT 4700



FOOT #

# SITE SKETCH PLAN B

(---) POTENTIAL PARKING

APPROXIMATE LOT  
SQFT 3400

APPROXIMATE LOT  
SQFT 3500





