



**DEVELOPMENT HEARING
OFFICER (DHO) APPLICATIONS**

Effective 4/26/2023

Please check the appropriate box(es) and refer to supplemental forms for submittal requirements. All fees must be paid at the time of application. Please note that these applications are not reviewed in a public meeting.

SUBDIVISIONS	MISCELLANEOUS APPLICATIONS
<input type="checkbox"/> Major – Preliminary Plat / Major Amendment (Forms S & S1)	<input type="checkbox"/> Sidewalk Waiver (Form V2)
<input type="checkbox"/> Major – Bulk Land Plat (Forms S & S1)	<input type="checkbox"/> Waiver to IDO (Form V2)
<input type="checkbox"/> Extension of Preliminary Plat (Form S1)	<input type="checkbox"/> Waiver to DPM (Form V2)
<input type="checkbox"/> Minor Amendment - Preliminary Plat (Forms S & S2)	<input type="checkbox"/> Vacation of Public Right-of-way (Form V)
<input type="checkbox"/> Major - Final Plat (Forms S & S2)	<input type="checkbox"/> Vacation of Public Easement(s) DHO (Form V)
<input type="checkbox"/> Minor – Preliminary/Final Plat (Forms S & S2)	<input type="checkbox"/> Vacation of Private Easement(s) (Form V)
APPEAL	<input type="checkbox"/> Extension of Vacation (Form V)
<input type="checkbox"/> Decision of DHO (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 S2: SUBDIVISION OF LAND – MINOR ACTIONS

Please refer to the DHO public meeting schedule for meeting dates and deadlines. Your attendance is required.

_ MAJOR SUBDIVISION FINAL PLAT APPROVAL

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 two documentation sections in **bold** below.

PLAT DOCUMENTATION

- ___ 1) DHO Application form completed, signed, and dated
- ___ 2) Form S2 with all the submittal items checked/marked
- ___ 3) Form S with signatures from Hydrology, Transportation, and ABCWUA
- ___ 4) Zone Atlas map with the entire site clearly outlined and labeled
- ___ 5) Proposed Final Plat with the surveyor's, property owner's, City Surveyor's, utility, and AMAFCA signatures on the Plat.
- ___ 6) Design elevations & cross sections of perimeter walls
- ___ 7) Recorded Infrastructure Improvements Agreement

SUPPORTIVE DOCUMENTATION

- ___ 8) Letter of authorization from the property owner if application is submitted by an agent
- ___ 9) Letter describing and explaining the request
- ___ 10) Landfill disclosure and EHD signature line on the Plat if property is within a landfill buffer
- ___ 11) Interpreter Needed for Hearing? ___ if yes, indicate language: ___

_ SUBDIVISION OF LAND – MINOR (PRELIMINARY/FINAL PLAT APPROVAL)

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.

PLAT DOCUMENTATION

- ___ 1) DHO Application form completed, signed, and dated
- ___ 2) Form S2 with all the submittal items checked/marked
- ___ 3) Form S with signatures from Hydrology, Transportation, and ABCWUA
- ___ 4) Zone Atlas map with the entire site clearly outlined and labeled
- ___ 5) Proposed Preliminary/Final Plat with the surveyor's, property owner's, City Surveyor's, utility, and AMAFCA signatures on the Plat
- ___ 6) Site sketch with measurements showing structures, parking, building setbacks, adjacent rights-of-way, and street improvements (to include sidewalk, curb & gutter with distance to property line noted) if there is any existing land use
- ___ 7) Sidewalk Exhibit and/or cross sections of proposed streets
- ___ 8) Proposed Infrastructure List, if applicable

SUPPORTIVE DOCUMENTATION

- ___ 9) Letter of authorization from the property owner if application is submitted by an agent
- ___ 10) Letter describing, explaining, and justifying the request per the criteria in IDO 14-16-6-6(K)(3)
- ___ 11) Sites 5 acres or greater: Archaeological Certificate in accordance with IDO Section 14-16-6-5(A)
- ___ 12) Landfill disclosure and EHD signature line on the Plat if property is within a landfill buffer

PUBLIC NOTICE DOCUMENTATION

- ___ 13) Required Content of Notice at Submittal 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
- ___ 14) Interpreter Needed for Hearing? ___ if yes, indicate language: ___

_ MINOR AMENDMENT TO PRELIMINARY PLAT

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) DHO Application form completed, signed, and dated
- ___ 2) Form S2 with all the submittal items checked/marked
- ___ 3) Form S with signatures from Hydrology, Transportation, and ABCWUA
- ___ 4) Zone Atlas map with the entire site clearly outlined and labeled
- ___ 5) Letter of authorization from the property owner if application is submitted by an agent
- ___ 6) Proposed Amended Preliminary Plat and/or Grading and Drainage Plan
- ___ 7) Original Preliminary Plat and/or Grading and Drainage Plan
- ___ 8) Infrastructure List, if applicable
- ___ 9) Interpreter Needed for Hearing? ___ if yes, indicate language: ___

FORM S: PRE-APPROVALS/SIGNATURES

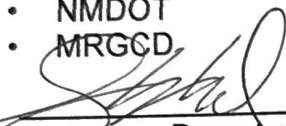
Please refer to the DHO public meeting schedule for meeting dates and deadlines. Your attendance is required.

Legal Description & Location: Lot 8-A-1 & 8-A-2 Block 2 Volcano Cliffs U
7805 Aguilas

Job Description: Subdivision of old consolidation plat

Hydrology:

Form S
Completed

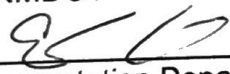
- Grading and Drainage Plan
 - AMAFCA
 - Bernalillo County
 - NMDOT
 - MRGCD
- 

 Hydrology Department

DR Approved
 _____ Approved
 _____ Approved
 _____ Approved
 _____ Approved
 _____ Approved
8/11/23
 Date

____ NA
X NA
X NA
X NA
X NA
X NA

Transportation:

- Traffic Circulations Layout (TCL)
 - Traffic Impact Study (TIS)
 - Neighborhood Impact Analysis (NIA)
 - Bernalillo County
 - NMDOT
- 


 Transportation Department

____ Approved
 ____ Approved
 ____ Approved
 ____ Approved
 ____ Approved
8/14/2023
 Date

X NA
X NA
X NA
X NA
X NA

Albuquerque Bernalillo County Water Utility Authority (ABCWUA):

- Availability Statement/Serviceability Letter
- ABCWUA Development Agreement
- ABCWUA Service Connection Agreement



 ABCWUA

8/11/2023
 Date

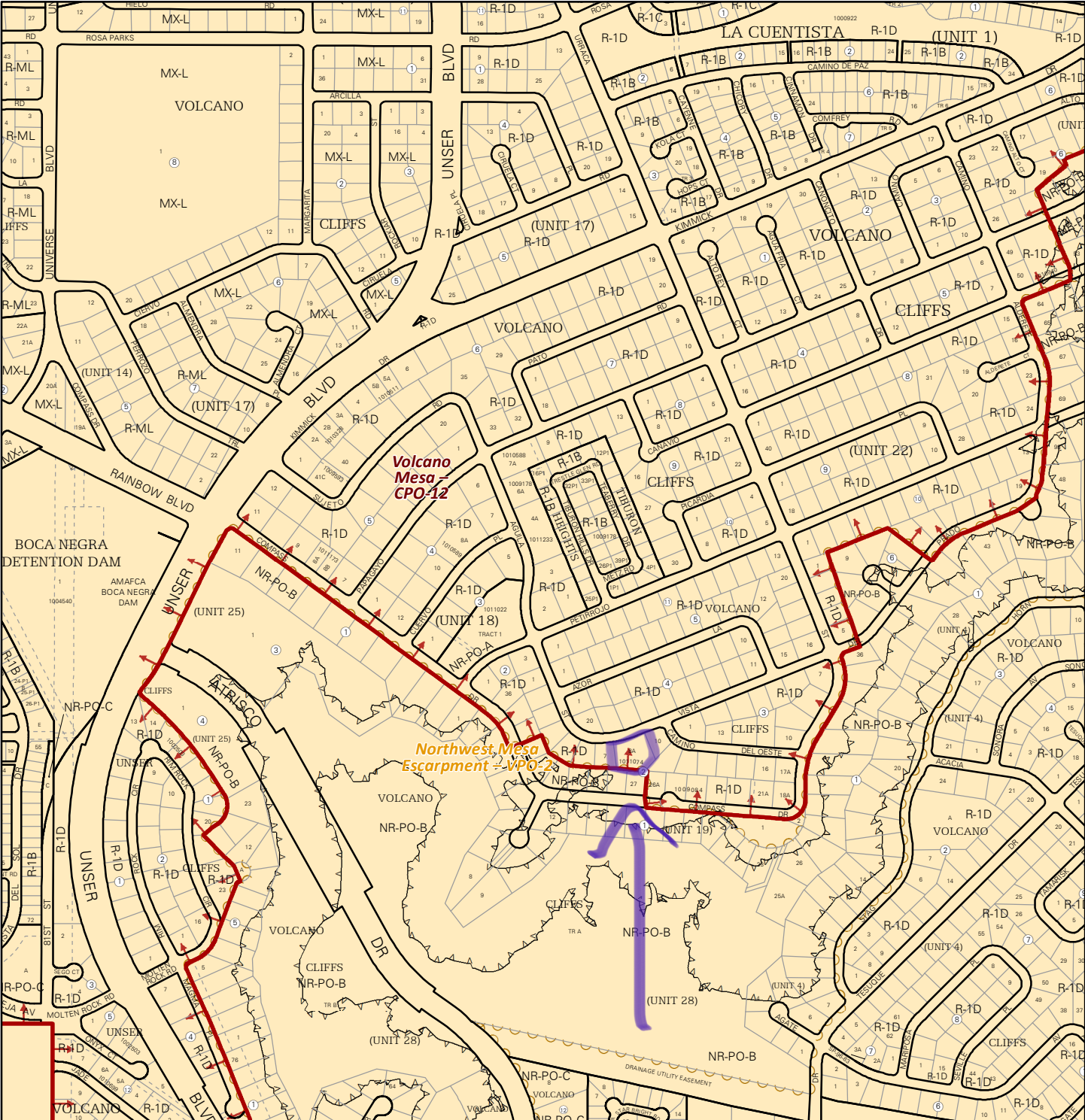
____ Approved ✓ NA
 ____ Approved ✓ NA
 ____ Approved ✓ NA

- Infrastructure Improvements Agreement (IIA*) _____ Approved
- AGIS (DXF File) _____ Approved
- Fire Marshall Signature on the plan _____ Approved

Signatures on Plat


- Owner(s) _____ Yes
- City Surveyor _____ Yes
- AMAFCA** _____ Yes _____ NA
- NM Gas** _____ Yes
- PNM** _____ Yes
- COMCAST** _____ Yes
- MRGCD** _____ Yes _____ NA

* Prior to Final Plat submittals and/or Final Site Plan approval submittals (include a copy of the recorded IIA)
 ** Signatures required for Final Plat application and not required for Preliminary Plat application



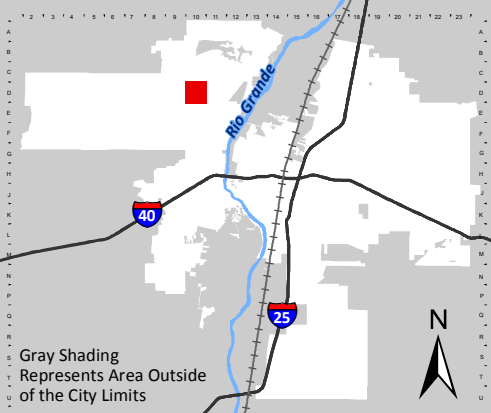
For more details about the Integrated Development Ordinance visit: <http://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance>

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).

Zone Atlas Page:
D-10-Z



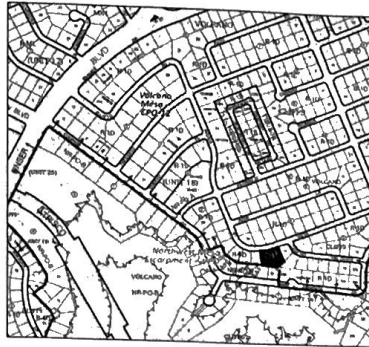
Gray Shading
Represents Area Outside
of the City Limits

Legend:

- 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

VICINITY MAP (D-10) NO SCALE



Plot with Signature

COUNTY CLERK RECORDING LABEL HERE

SURVEY LEGAL DESCRIPTION

Lot numbered Eight-A (8-A) in Block numbered Two (2) of VOLCANO CLIFFS SUBDIVISION, UNIT NO 19, Bernalillo County, New Mexico, as the same are shown and designated on the plat thereof, filed in the office of the County Clerk of Bernalillo County, New Mexico, on December 8, 2016, in Plat Book 2016C, Page 150.

PLAT OF
LOTS 8-A-1 & 8-A-2, BLOCK 2
VOLCANO CLIFFS UNIT 19

A REPLAT OF LOT 8-A, BLOCK 2
VOLCANO CLIFFS UNIT 19
WITHIN SECTION 22, T. 11 N., R. 2 E., N.M.P.M.
ALBUQUERQUE, BERNALILLO COUNTY, NEW MEXICO
JUNE 2023

PURPOSE OF PLAT

This plat has been prepared for the purpose of creating two lots from one existing lot.

NOTES

- Bearings shown on this plat are New Mexico State Plane Grid, Central Zone, NAD 83. Bearings and distances in parenthesis are from existing plat.
- Perimeter distances are field measurements made on the ground.
- Monuments recovered and accepted or reset are noted on inscribed plat.
- No property within the area of requested plat shall at any time be subject to a deed restriction, covenant, or binding agreement prohibiting solar collectors from being installed on buildings or erected on the lots or parcels within the area of proposed plat. The foregoing requirement shall be a condition to approval of this plat.
- An existing Ten foot (10') Public Utility Easement as shown on plat of Lot 8-A, Block 2, Volcano Cliffs Unit 19, recorded December 8, 2016 in Plat Book 2016C, Page 150, and on document number 2013-093506.
- An existing Ten foot (7') Public Utility Easement as shown on plat of Lot 8-A, Block 2, Volcano Cliffs Unit 19, recorded December 8, 2016 in Plat Book 2016C, Page 150, and Volume D4, Folio 99.

PUBLIC UTILITY EASEMENTS

PUBLIC UTILITY EASEMENTS shown on this plat are granted for the common and joint use of:
A. Public Service Company of New Mexico ("PNM"), a New Mexico corporation, (PNM Electric) for installation, maintenance, and service of overhead and underground electrical lines, transformers, and other equipment and related facilities reasonably necessary to provide electrical services.
B. New Mexico Gas Company for installation, maintenance, and service of natural gas lines, valves and other equipment and facilities reasonably necessary to provide natural gas services.
C. Qwest Corporation d/b/a CenturyLink QC for the installation, maintenance, and service of such lines, cable, and other related equipment and facilities reasonably necessary to provide communication services.
D. Cable TV for the installation, maintenance, and service of such lines, cable, and other related equipment and facilities reasonably necessary to provide Cable services.
 Included, is the right to build, rebuild, construct, reconstruct, locate, relocate, change, remove, replace, modify, renew, operate and maintain facilities for purposes described above, together with free access to, from, and over said easements, with the right and privilege of going upon, over and across adjoining lands of Grantor for the purposes set forth herein and with the right to utilize the right of way and easement to extend services to customers of Grantee, including sufficient working area space for electric transformers, with the right and privilege to trim and remove trees, shrubs or bushes which interfere with the purposes set forth herein. No building, sign, pool (aboveground or subsurface), hot tub, concrete or wood pool decking, or other structure shall be erected or constructed on said easements, nor shall any well be drilled or operated thereon. Property owners shall be solely responsible for correcting any violations of National Electrical Safety Code by construction of pools, decking, or any structures adjacent to or near easements shown on this plat.
 Easements for electric transformer/switchgears, as installed, shall extend ten (10) feet in front of transformer/switchgear doors and five (5) feet on each side.
Disclaimer
 In approving this plat, Public Service Company of New Mexico (PNM), New Mexico Gas Company (NMGC) and Qwest Corporation d/b/a CenturyLink (QWEST) did not conduct a Title Search of the properties shown hereon. Consequently, PNM, NMGC and QWEST do not waive or release any easement or easement rights which may have been granted by prior plat, replat or other document and which are not shown on this plat.

FOR BERNALILLO COUNTY TREASURER'S OFFICE USE ONLY
 THIS IS TO CERTIFY THAT TAXES ARE CURRENT AND PAID ON
 UPC# 1 010 063 300 141 40929

PROPERTY OWNER OF RECORD:
 JOE ROMERO
 BERNALILLO COUNTY TREASURER'S OFFICE

SUBDIVISION DATA

- DRB Project No. PR-2023-008616
- Zone Atlas Index No. D-10-Z
- Gross acreage 0.7127 Ac.
- Existing number of lots 1
Replatted number of lots 2

FREE CONSENT

The platting of the property as described above is with the free consent and in accordance with the desires of the undersigned owner(s). Said owner(s) warrant(s) that they hold complete and infeasible title in fee simple to the land subdivided.

Joe Romero 6-28-2023 Date
 Joe Romero

ACKNOWLEDGMENT

STATE OF NEW MEXICO)
 STATE OF NEW MEXICO) ss
 COUNTY OF BERNALILLO)
 On this 28 day of June, 2023, the foregoing instrument was acknowledged by:
 Joe Romero.
 My Commission expires February 11, 2025
Levi Parsons
 Notary Public

STATE OF NEW MEXICO
 NOTARY PUBLIC
 Levi Parsons
 Commission No. 1088063

The subject property (as shown hereon) appear to lie within "Zone X" (Area of minimal flood hazard and determined to be outside the 1% annual chance floodplain) as shown on the National Flood Insurance Program Flood Insurance Rate Map Number 35001C 0112 G Revised September 26, 2008.

SURVEYOR'S CERTIFICATE

I, Thomas D. Johnston, licensed as a Professional Surveyor under the laws of the State of New Mexico, do hereby certify that this plat was prepared by me or under my supervision, that I am responsible for this plat, that it shows all easements of the recorded plat and made known to me by the title company, utility companies or by the owner of record, meets the minimum standards for monumentation and surveys of the Albuquerque Subdivision Ordinance, and meets the Minimum Standards for Land Surveys as adopted by the New Mexico State Board of Licensure for Professional Engineers and Surveyors, effective March 12, 2022 and is true and correct to the best of my knowledge and belief.

Thomas D Johnston 6-27-2023 Date
 Thomas D Johnston, N.M.P.S. No. 14269

PROJECT NUMBER: PR-2023-008616
 Application Number: SD-2023-00090
 Utility Company Approvals:

<u>[Signature]</u> PNM Electric Services	7/31/2023 Date
<u>[Signature]</u> New Mexico Gas Company	8/1/2023 Date
<u>[Signature]</u> Qwest Corporation d/B/A CenturyLink QC	8/2/2023 Date
<u>[Signature]</u> Comcast	8/1/25 Date
City Approvals:	
<u>[Signature]</u> Loren N. Rioshoover, P.S. City Surveyor	6/26/2023 Date
Real Property Division	Date
Environmental Health Department	Date
Traffic Engineering, Transportation Division	Date
ABCWUA	Date
Parks and Recreation Department	Date
<u>[Signature]</u> AMFCA	7/31/2023 Date
City Engineering/Hydrology	Date
Code Enforcement	Date
DRB Chairperson, Planning Department	Date

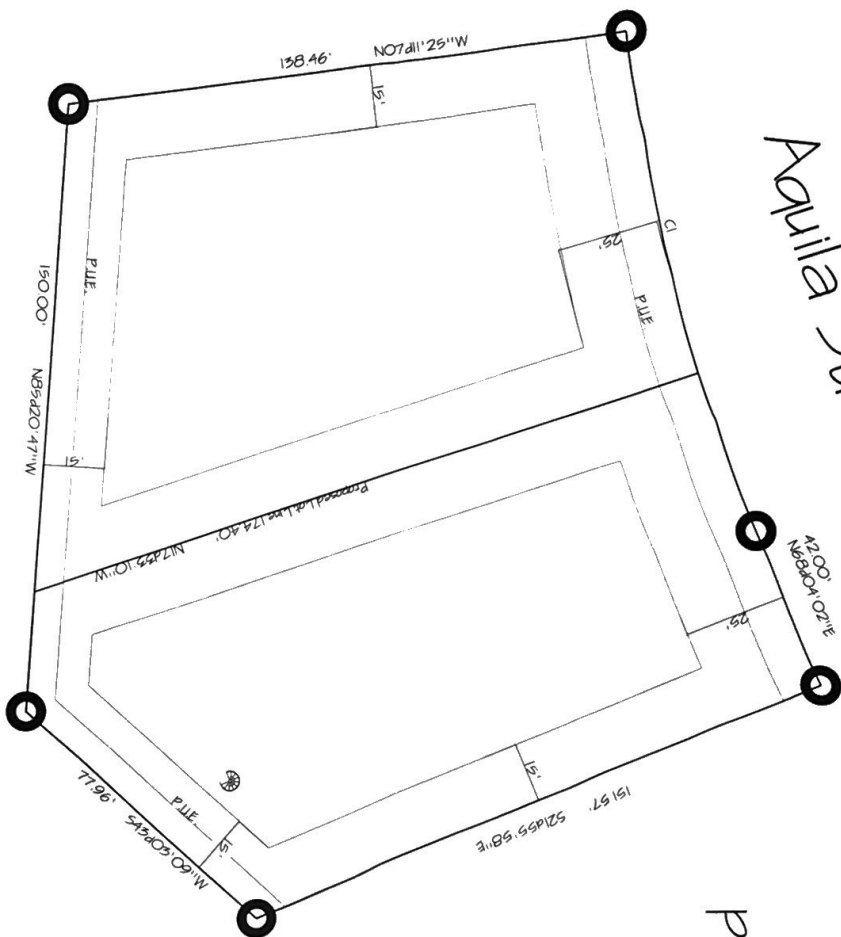
1609 2nd STREET NW
 ALBUQUERQUE, N.M. 87102
 PHONE: (505) 255-2052 FAX: (505) 255-2887

INDEXING INFORMATION FOR COUNTY CLERK JOE ROMERO CHECKED: T D J DRAWING NO. SP60123.DWG	SCALE: 1" = 20' FILE NO. SP-6-01-2023 22 JUN 2023 SHEET 1 OF 2
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Site sketch

Minimum 10' Between Buildings

Aquila Street



Proposed Sub Divide Lots



Local Description
Lot
Block
Subdivision
County

Curb Cut Required? Yes No

No Curb Cut Required Rolled Curb

Site Plan

Scale 1/16" = 1'

Sheet	1 of 2
Drawn By	R. Valencia
Checked By	
Date	2

Romero Custom Home
Candelaria Custom Homes

April 12, 2023
Site Plan

RM Design Incorporated
Residential Design and Drafting Services Fax 823-6487
8724 Alameda Park Drive NE, Suite G Albuquerque
(505) 823-6474 Cell (505) 823-6777



Search here



Restaurants

Gas

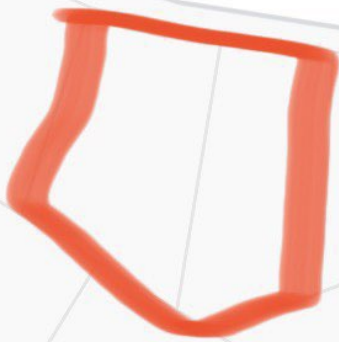
Parks

Hotels

77°



Cross sections of streets are Aguila Street NW, and Camino De Oeste



200 ft
50 m

Google

Latest in Albuquerque



Explore



Go



Saved



Contribute



Updates

Agent Runner Letter

To whom it may concern,

I, Joe Romero, owner of 7805 Aguila Street have authorized Maia Martin to apply for DHO meeting for the subdivision of the current consolidation plat I had done several years ago. The lots were consolidated back in 2016 with plans to build, but plans have changed and now are hoping to have these lots be divided to original plats for smaller houses. Please feel free to reach out to me if anything is needed on my behalf.

Joe Romero

505-730-6527

 5-11-2023

Justification letter

Justification letter- PR-2023- 008616

Subdivision of lots of what is currently 7805 Aguila Street is what we are requesting. This lot when through a consolidation plat back in 2016 when the plan was to build one single home. Plans have changed so now we are hoping to have these lots subdivided to build two homes eventually. All comments from all departments have been addressed and handled.

Code Enforcement Comments- "No further comments at this time. All dimensions standards have been met, area of consistency requirements met. Contextual lot sizes are on approved survey.

Water Authority- Both lots have water and sanitary sewer services. When lots are going to be build on we will submit Availability Statement in order to hook up to water and sanitary sewer systems.

Transportation: ROW width was placed on plat to ensure it meets city standards for roadway classification.

Hydrology Section: Hydrology has no objections to this plat since it will re-establish old lots before consolidation. When submitting for building permit in the future, Grading and Drainage plan will be provided for both lots.



Maia Martin <maia@candelariahomes.com>

Public Notice Inquiry Sheet Submission

<webmaster@cabq.gov>
Reply-To: <Maia@candelariahomes.com>
To: Office of Neighborhood Coordination <Maia@candelariahomes.com>
Cc: <onc@cabq.gov>

Mon, Aug 14 at 2:37 PM

Public Notice Inquiry For:

Development Hearing Officer

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

Contact Name

Maia martin

Telephone Number

5059167474

Email Address

Maia@candelariahomes.com

Company Name

Candelaria homes

Company Address

[6611 Cuervo place](#)

City

Albuquerque

State

Nm

ZIP

87120

Legal description of the subject site for this project:

Volcano Cliffs Subdivision, Lot 8-A, Block 2, Unit 19

Physical address of subject site:

[7805 Aguila street NW Albuquerque NM 87120](#)

Subject site cross streets:

Aguila street/ Camino del oeste St

Other subject site identifiers:

This site is located on the following zone atlas page:

D-10

Captcha

x

IDOZoneAtlasPage_D-10-Z.pdf



Maia Martin <maia@candelariahomes.com>

7805 Aguila street NW Public Notice Inquiry Sheet Submission

Carmona, Dalaina L. <dlcarmona@cabq.gov>
To: Maia@candelariahomes.com <Maia@candelariahomes.com>

Mon, Aug 14 at 3:04 PM

Dear Applicant:

As of Monday, August 14, 2023, there are **NO** neighborhood associations to notify. You will need to attach a copy of this e-mail from the Office of Neighborhood Coordination (ONC) to your application when you submit it to the Planning Department.

Please note that 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.

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

dlicarmona@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, August 14, 2023 1:37 PM

To: Office of Neighborhood Coordination <Maia@candelariahomes.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 Hearing Officer

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

Contact Name

Maia martin

Telephone Number

5059167474

Email Address

Maia@candelariahomes.com

Company Name

Candelaria homes

Company Address

[6611 Cuervo place](#)

City

Albuquerque

State

Nm

ZIP

87120

Legal description of the subject site for this project:

Volcano Cliffs Subdivision, Lot 8-A, Block 2,Unit 19

Physical address of subject site:

[7805 Aguila street NW Albuquerque NM 87120](#)

Subject site cross streets:

Aguila street/ Camino del oeste St

Other subject site identifiers:

This site is located on the following zone atlas page:

D-10

Captcha

x

IDOZoneAtlasPage_D-10-Z.pdf