



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	Decisions Requiring a Public Meeting or Hearing	Policy Decisions
<input type="checkbox"/> Archaeological Certificate (Form P3)	<input type="checkbox"/> Site Plan – EPC including any Variances – EPC (Form P1)	<input type="checkbox"/> Adoption or Amendment of Comprehensive Plan or Facility Plan (Form Z)
<input type="checkbox"/> Historic Certificate of Appropriateness – Minor (Form L)	<input type="checkbox"/> Master Development Plan (Form P1)	<input type="checkbox"/> Adoption or Amendment of Historic Designation (Form L)
<input type="checkbox"/> Alternative Signage Plan (Form P3)	<input type="checkbox"/> Historic Certificate of Appropriateness – Major (Form L)	<input type="checkbox"/> Amendment of IDO Text (Form Z)
<input type="checkbox"/> Minor Amendment to Site Plan (Form P3)	<input type="checkbox"/> Demolition Outside of HPO (Form L)	<input type="checkbox"/> Annexation of Land (Form Z)
<input type="checkbox"/> WTF Approval (Form W1)	<input type="checkbox"/> Historic Design Standards and Guidelines (Form L)	<input type="checkbox"/> Amendment to Zoning Map – EPC (Form Z)
<input type="checkbox"/> Alternative Landscaping Plan (Form P3)	<input type="checkbox"/> Wireless Telecommunications Facility Waiver (Form W2)	<input type="checkbox"/> Amendment to Zoning Map – Council (Form Z)
		Appeals
		<input type="checkbox"/> Decision by EPC, DHO, LC, ZHE, or City Staff (Form A)

APPLICATION INFORMATION

Applicant:		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:

BRIEF DESCRIPTION OF REQUEST

New U-Haul site development.

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.)

Signature: <i>Andrea Rand</i>	Date:
Printed Name:	<input type="checkbox"/> Applicant or <input type="checkbox"/> Agent

FOR OFFICIAL USE ONLY

Case Numbers	Action	Fees	Case Numbers	Action	Fees
Meeting/Hearing Date:			Fee Total:		
Staff Signature:		Date:	Project #		

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

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- ___ 2) Form P3 with all the submittal items checked/marked
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- ___ 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

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

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- ___ 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

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- ___ 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

_ ALTERNATIVE SIGNAGE PLAN

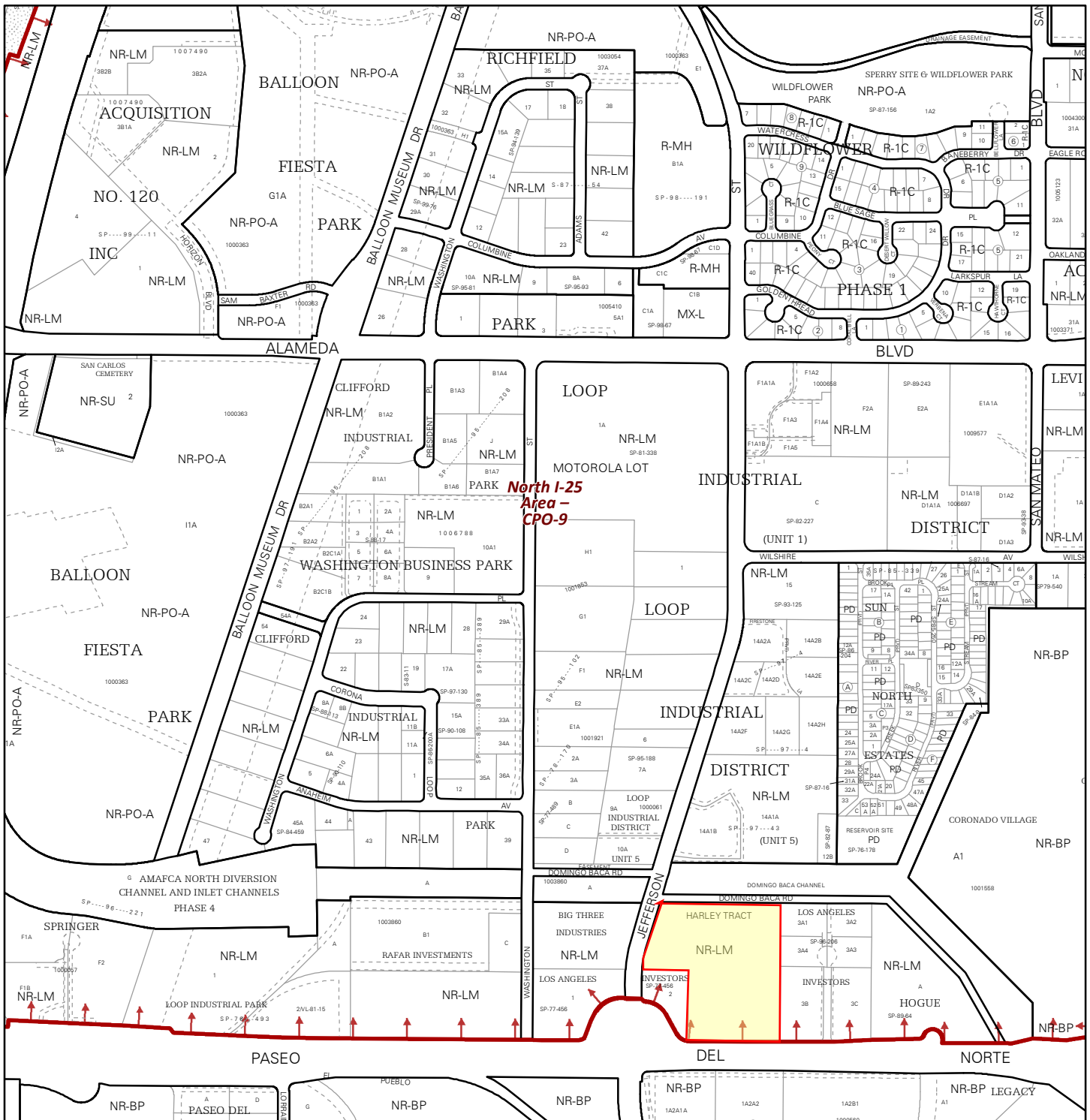
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- ___ 2) Form P3 with all the submittal items checked/marked
- ___ 3) Zone Atlas map with the entire site clearly outlined and labeled
- ___ 4) Letter of authorization from the property owner if application is submitted by an agent
- ___ 5) Proposed 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 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

_ 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.


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- ___ 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)
- ___ 6) Landscape Plan



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

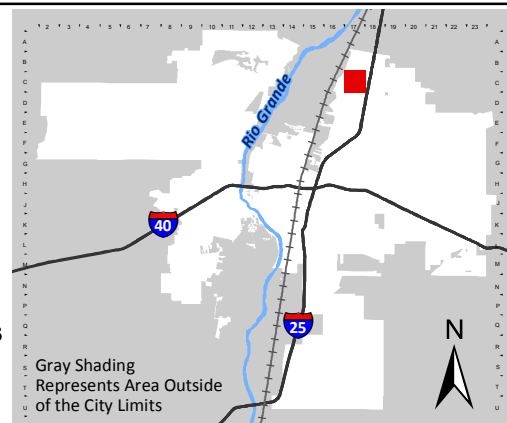
IDO Zone Atlas

May 2018











IDO Zoning information as of May 17, 2018

The Zone Districts and Overlay Zones are established by the Integrated Development Ordinance (IDO).



Gray Shading Represents Area Outside of the City Limits

Zone Atlas Page:
C-17-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

AMERCO[®]

REAL ESTATE COMPANY

2727 North Central Avenue, 5-N • Phoenix, Arizona 85004
Phone: 602.263.6555 • Fax: 602.277.5824

October 15, 2024

City of Albuquerque
600 2nd Street NW, Ste 300
Las Cruces, NM 87102

RE: Owner Authorization
U-Haul - Applications & Permits
8200 Jefferson St NE, Albuquerque, NM

To Whom it May Concern:

Amerco Real Estate Company, as owner of the above-referenced property, authorizes ISG to submit applications and permits on our behalf as it relates to the site development for U-Haul at 8200 Jefferson St NE, Albuquerque, New Mexico.

Please accept this Signatory Delegation Letter authorizing ISG to submit applications and permits on our behalf.

Respectfully,

Matthew F. Braccia
Amerco Real Estate Company, President

Date Signed: October 15th, 2024

Signature of Owner:



Name of Owner: Matthew F. Braccia, President of Amerco Real Estate Company



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

Andrea Rand

From: ISG Development Services
Sent: Tuesday, January 14, 2025 1:43 PM
To: Andrea Rand
Subject: FW: Andrea sent you U-Haul Site Plan Submittal 1-9-25.pdf via WeTransfer
Attachments: image003.emz; CoA_Archaeological Ordinance Form_Blank.pdf; DHO_Application.pdf; Form P3.pdf



ISG Development Services

P 952.426.0699
E ISGPermits@ISGInc.com
W ISGInc.com



From: Zamora, Renee C. <rczamora@cabq.gov>
Sent: Tuesday, January 14, 2025 9:19 AM
To: ISG Development Services <isgpermits@isginc.com>
Cc: Rodenbeck, Jay B. <jrodenbeck@cabq.gov>; Webb, Robert L. <rwebb@cabq.gov>; Ortiz, Annette <annetteortiz@cabq.gov>
Subject: RE: Andrea sent you U-Haul Site Plan Submittal 1-9-25.pdf via WeTransfer

Good afternoon,

Thank you for your submittal.

We are unable to process your application.

An Archaeological Certificate is required to be completed prior to the Site Plan Administrative submittal.

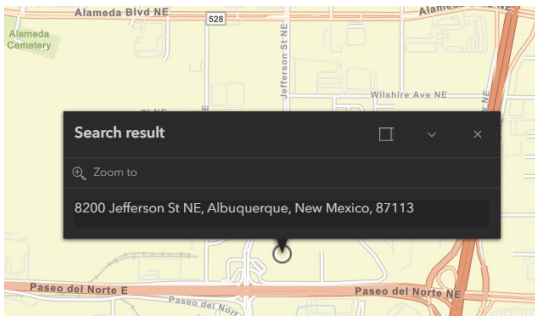
Please see attached forms for requirements.

Complete the application, the Archaeological Ordinance, as well as Form P3, also attach the following information with your submittal:

We can confirm that a Pre-submittal Tribal Meeting is not required for the subject property pursuant to IDO §14-16-6-4(B). The IDO link is below:

https://documents.cabq.gov/planning/IDO/2023_IDO_AnnualUpdate/IDO_2023_AnnualUpdate_Effective.pdf
(14-16-6-4(B))

A PDF of the email from Planning staff confirming that a Pre-submittal Tribal Meeting was not required, please provide this information with your submittal.



We want to ensure your project is processed correctly and in a timely manner.

Submit one complete PDF file of the application, including all plans and documents, email to: PLNDRS@cabq.gov

If you need additional assistance, feel free to reach out to me at 505-924-3358 or contact Annette Ortiz at 505.924.3623. We're here to help.

Thank you



Renee Zamora

Senior Admin/Navigator

Development Review Services

e rczamora@cabq.gov

o: 505.924.3358

cabq.gov/planning

Beginning at 5:00 pm on January 16, 2025, our current POSSE and E-plan systems will be taken offline as we transition to our new software system, ABQ-PLAN. During the transition, our online services will not be available, we will not be able to accept payments, and users will not be able to apply for permits or schedule new inspections. We anticipate the transition will be complete and ABQ-PLAN will go live on January 28, 2025. Visit cabq.gov/planning/abq-plan for more information.

From: WeTransfer <noreply@wetransfer.com>

Sent: Monday, January 13, 2025 11:00 AM

To: Zamora, Renee C. <rczamora@cabq.gov>

Subject: Andrea sent you U-Haul Site Plan Submittal 1-9-25.pdf via WeTransfer

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