

# SITE PLAN DOCUMENTATION:



**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](mailto: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](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

**FORM P: PRE-APPROVALS/SIGNATURES**

**Legal Description & Location:** 6301 Uptown Boulevard NE & 6401 Uptown Boulevard NE (Northwest corner of Uptown and Americas Pkwy)

TR A-2-B-1-A PLAT OF TRS A-2-B-1-A & B-1-A-1 DALE JBELLAMAH'S JEANNEDALE UNIT 5 (BEING A REPL OF TRSA-2-B-1 & B-1-A DALE J BELLAMAH'S JEANNEDALE UNIT 5)

**Job Description:** Approval of a minor amendment to an SDP approved prior to the IDO to allow a permitter fence.

Approval of a major amendment to an SDP approved prior to the IDO to permanently remove a parcel from the SDP.

**Hydrology:**

- Grading and Drainage Plan      \_\_\_\_\_ Approved        X   NA
- AMAFCA      \_\_\_\_\_ Approved        X   NA
- Bernalillo County      \_\_\_\_\_ Approved        X   NA
- NMDOT      \_\_\_\_\_ Approved        X   NA
- MRGCD      \_\_\_\_\_ Approved        X   NA

Renee C. Brissette

Hydrology Department

07/17/23

Date

**Transportation:**

- Traffic Circulations Layout (TCL)      \_\_\_\_\_ Approved        X   NA
- Traffic Impact Study (TIS)      \_\_\_\_\_ Approved        X   NA
- Neighborhood Impact Analysis (NIA)      \_\_\_\_\_ Approved        X   NA
- Bernalillo County      \_\_\_\_\_ Approved        X   NA
- MRCOG      \_\_\_\_\_ Approved        X   NA
- NMDOT      \_\_\_\_\_ Approved        X   NA
- MRGCD      \_\_\_\_\_ Approved        X   NA

Ernest Armijo

Transportation Department

7/17/2023

Date

**Albuquerque Bernalillo County Water Utility Authority (ABCWUA):**

- Water/Sewer Availability Statement/Serviceability Letter      \_\_\_\_\_ Approved        X   NA
- ABCWUA Development Agreement      \_\_\_\_\_ Approved        X   NA
- ABCWUA Service Connection Agreement      \_\_\_\_\_ Approved        X   NA

Sarah Luckie

ABCWUA

7/18/23

Date

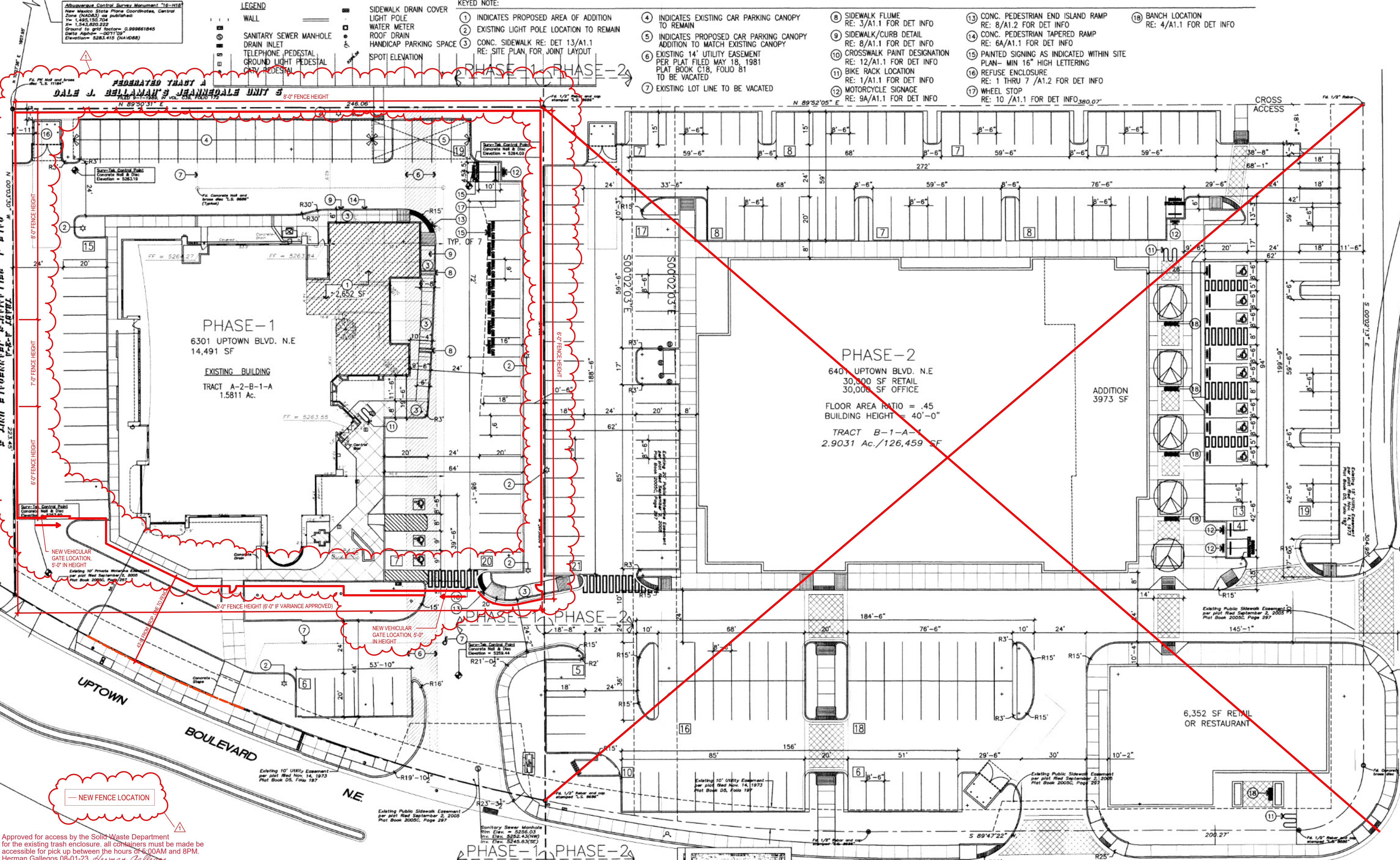
- Infrastructure Improvements Agreement (IIA\*)      \_\_\_\_\_ Approved      \_\_\_\_\_ NA
- Solid Waste Department Signature on the plan      \_\_\_\_\_ Approved      \_\_\_\_\_ NA
- Fire Marshall Signature on the plan      \_\_\_\_\_ Approved      \_\_\_\_\_ NA

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

Albuquerque Control Survey Monument 176-H18  
 New Mexico State Plane Coordinates, Central Zone (NAD83) as published:  
 File: 1543.620.222  
 Inv: 1.465.150.724  
 Ground to grid factor = 0.999661845  
 Date Alpha = 007109  
 Elevation = 5283.415 (NAVD83)

- LEGEND**
- WALL
  - SANITARY SEWER MANHOLE
  - DRAIN INLET
  - TELEPHONE PEDESTAL
  - GROUND LIGHT PEDESTAL
  - CITY PEDESTAL
  - SIDEWALK DRAIN COVER
  - LIGHT POLE
  - WATER METER
  - ROOF DRAIN
  - HANDICAP PARKING SPACE
  - SPOT ELEVATION

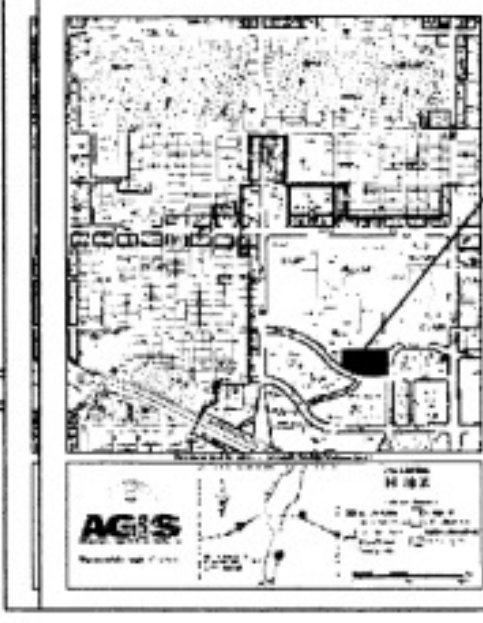
- KEYED NOTE:**
- ① INDICATES PROPOSED AREA OF ADDITION
  - ② EXISTING LIGHT POLE LOCATION TO REMAIN
  - ③ CONC. SIDEWALK RE: DET 13/A1.1 RE: SITE PLAN FOR JOINT LAYOUT
  - ④ INDICATES EXISTING CAR PARKING CANOPY TO REMAIN
  - ⑤ INDICATES PROPOSED CAR PARKING CANOPY ADDITION TO MATCH EXISTING CANOPY
  - ⑥ EXISTING 14' UTILITY EASEMENT PER PLAT FILED MAY 18, 1981 PLAT BOOK C18, FOLIO B1 TO BE VACATED
  - ⑦ EXISTING LOT LINE TO BE VACATED
  - ⑧ SIDEWALK FLUME RE: 3/A1.1 FOR DET INFO
  - ⑨ SIDEWALK/CURB DETAIL RE: 8/A1.1 FOR DET INFO
  - ⑩ CROSSWALK PAINT DESIGNATION RE: 12/A1.1 FOR DET INFO
  - ⑪ BIKE RACK LOCATION RE: 1/A1.1 FOR DET INFO
  - ⑫ MOTORCYCLE SIGNAGE RE: 9A/A1.1 FOR DET INFO
  - ⑬ CONC. PEDESTRIAN END ISLAND RAMP RE: 8/A1.2 FOR DET INFO
  - ⑭ CONC. PEDESTRIAN TAPERED RAMP RE: 6A/A1.1 FOR DET INFO
  - ⑮ PAINTED SIGNING AS INDICATED WITHIN SITE PLAN - MIN 16" HIGH LETTERING
  - ⑯ REFUSE ENCLOSURE RE: 1 THRU 7 /A1.2 FOR DET INFO
  - ⑰ WHEEL STOP RE: 10 /A1.1 FOR DET INFO
  - ⑱ BENCH LOCATION RE: 4/A1.1 FOR DET INFO



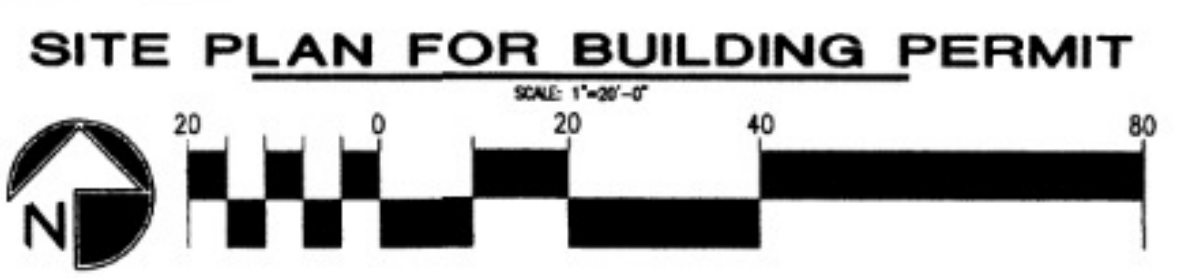
Approved for access by the Solid Waste Department for the existing trash enclosure. all containers must be made accessible for pick up between the hours of 5:00AM and 8PM.  
 Herman Gallegos 08-01-23 *Herman Gallegos*

**ADMINISTRATIVE AMENDMENT**  
 File # 89M-1889/Project # 10.00631  
 Vacation of easement, lot line relocation, ±2,600 sq. Ft. bldg. addition  
*Resull Berts* 24 Nov '09  
 APPROVED BY DATE

SITE DATA TABLE	PHASE-1	PHASE-2
LEGAL DESCRIPTION	TRACT A-2-B-1-A	TRACT B-1-A-1
TOTAL ACREAGE	1.5811 Acres±	2.9031 Acres±
EXISTING ZONING		
BUILDING SIZE:	RE: SITE	RE: SITE
FAR:	EXISTING FAR= 21%	EXISTING FAR= 45%
EXISTING USES:	OFFICE	OFFICE/RETAIL
TOTAL PARKING PROVIDED:	67 SPACES	177 SPACES
TOTAL PARKING REQ:	67 SPACES	177 SPACES
HC REQ:	3 H.C. (INCLUDING 2 VAN ACCESSIBLE)	8 H.C. (INCLUDING 4 VAN ACCESSIBLE)
HC PROVIDED:	11 H.C. (INCLUDING 6 VAN ACCESSIBLE)	11 H.C. (INCLUDING 6 VAN ACCESSIBLE)
BIKE SPACES PROVIDED:	5 BIKE SPACES	10 BIKE SPACES
BIKE SPACES REQUIRED:	4 BIKE SPACES	8 BIKE SPACES
MOTORCYCLE PARKING PROV:	6 BIKE SPACES	6 BIKE SPACES
MOTORCYCLE PARKING REQ:	3 BIKE SPACES	5 BIKE SPACES



6-20-2023:  
 AMENDMENTS TO REMOVE TRACT B-1-A-1 FROM SITE PLAN AND TO ADD A PERIMETER SECURITY FENCE ON TRACT A-2-B-1A



**REVISION**

REV	DATE	BY
1		
2		
3		
4		
5		
6		

**MODULUS ARCHITECTS**  
 2925 SAN PEDRO N.E. SUITE 2-B  
 ALBUQUERQUE, NEW MEXICO 87110  
 PHONE (505) 338-1499 FAX (505) 338-1498  
 TOLL FREE 1-866-224-2161

**SP-BUILDING PERMIT**

PROJECT TITLE: 6301-6401 UPTOWN BLVD. N.E. N.W.C. OF UPTOWN LOOP BLVD. AND UPTOWN LOOP N.E. ALBUQUERQUE, NEW MEXICO  
 JOB NO.: 89M-1889/Project # 10.00631  
 DRAWN BY: S  
 PROJECT MANAGER: STEPHEN DUNBAR, AIA 6301-UPTOWN  
 SHEET TITLE: SP-BUILDING PERMIT

DATE: \_\_\_\_\_  
 SCALE: AS NOTED  
**BP1**

AA-000631

**From:** [Barnes, Brian K.](#)  
**To:** [Jackie Fishman](#); [Jonathan Turner](#); [Rodenbeck, Jay B.](#)  
**Cc:** [Armijo, Ernest M.](#); [Biazar, Shahab](#); [Wensley, Clint R.](#); [Rodriguez, Rogelio](#); [Wolfley, Jolene](#); [Webb, Robert L.](#)  
**Subject:** RE: 6301 Uptown Blvd NE- Minor/Major amendment DFT submittal  
**Date:** Tuesday, August 8, 2023 2:11:52 PM  
**Attachments:** [image001.png](#)

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Hello everyone,

Sorry for the delay. Albuquerque Fire Marshals office have no issues with the proposed site plan with the security fence.

Brian Barnes  
Lieutenant Fire Marshals Office  
**Albuquerque Fire Rescue**  
600 2<sup>nd</sup> Street NW  
Albuquerque NM 87102  
505 924 3611



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**From:** Jackie Fishman <fishman@consensusplanning.com>  
**Sent:** Tuesday, August 8, 2023 1:08 PM  
**To:** Jonathan Turner <turner@consensusplanning.com>; Rodenbeck, Jay B. <jrodenbeck@cabq.gov>; Barnes, Brian K. <bbarnes@cabq.gov>  
**Cc:** Armijo, Ernest M. <earmijo@cabq.gov>; Biazar, Shahab <sbiazar@cabq.gov>; Wensley, Clint R. <cwensley@cabq.gov>; Rodriguez, Rogelio <rogeliorodriguez@cabq.gov>; Wolfley, Jolene <jwolfley@cabq.gov>; Webb, Robert L. <rwebb@cabq.gov>  
**Subject:** Re: 6301 Uptown Blvd NE- Minor/Major amendment DFT submittal

**[EXTERNAL]** Forward to [phishing@cabq.gov](mailto:phishing@cabq.gov) and delete if an email causes any concern.

Lt. Barnes et al -

Jonathan has asked several times whether our proposed site plan amendment that adds a security fence meets with Fire Department approval. We have not gotten a response despite our numerous attempts. If you have issues or are otherwise unable to review and prefer someone else reviews, please let us know that so we don't keep bothering you with this. Its been a few weeks since we've attempted to get our application accepted by the Planning Department and we are also in the building

permit process and Solid Waste has approved the permit as well as this proposed minor amendment.

Jackie Fishman, AICP  
Principal

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**From:** Jonathan Turner <[turner@consensusplanning.com](mailto:turner@consensusplanning.com)>

**Sent:** Tuesday, August 8, 2023 9:01:42 AM

**To:** Rodenbeck, Jay B. <[jrodenbeck@cabq.gov](mailto:jrodenbeck@cabq.gov)>; Barnes, Brian K. <[bbarnes@cabq.gov](mailto:bbarnes@cabq.gov)>

**Cc:** Armijo, Ernest M. <[earmijo@cabq.gov](mailto:earmijo@cabq.gov)>; Biazar, Shahab <[sbiazar@cabq.gov](mailto:sbiazar@cabq.gov)>; Jackie Fishman <[fishman@consensusplanning.com](mailto:fishman@consensusplanning.com)>; Wensley, Clint R. <[cwensley@cabq.gov](mailto:cwensley@cabq.gov)>; Rodriguez, Rogelio <[rogeliorodriguez@cabq.gov](mailto:rogeliorodriguez@cabq.gov)>; Wolfley, Jolene <[jwolfley@cabq.gov](mailto:jwolfley@cabq.gov)>; Webb, Robert L. <[rwebb@cabq.gov](mailto:rwebb@cabq.gov)>

**Subject:** RE: 6301 Uptown Blvd NE- Minor/Major amendment DFT submittal

Good morning Jay,

Thank you for the email. We have obtained the stamped Solid Waste access approval on the Site Plan (amended) but are still waiting for the Fire Marshal's office stamp of approval.

Lt. Barnes, is there anything we can do to facilitate the FMO's approval for access?

We are at a standstill with this project and not able to submit our DFT application without it.

Thank you in advance for your assistance-

***Jonathan Turner***  
**Consensus Planning, Inc.**

302 8<sup>th</sup> Street NW  
Albuquerque, NM 87102  
(505) 764-9801 x109

---

**From:** Rodenbeck, Jay B. <[jrodenbeck@cabq.gov](mailto:jrodenbeck@cabq.gov)>

**Sent:** Friday, August 4, 2023 9:39 PM

**To:** Jonathan Turner <[turner@consensusplanning.com](mailto:turner@consensusplanning.com)>; Barnes, Brian K. <[bbarnes@cabq.gov](mailto:bbarnes@cabq.gov)>

**Cc:** Armijo, Ernest M. <[earmijo@cabq.gov](mailto:earmijo@cabq.gov)>; Biazar, Shahab <[sbiazar@cabq.gov](mailto:sbiazar@cabq.gov)>; Jackie Fishman <[fishman@consensusplanning.com](mailto:fishman@consensusplanning.com)>; Wensley, Clint R. <[cwensley@cabq.gov](mailto:cwensley@cabq.gov)>; Rodriguez, Rogelio <[rogeliorodriguez@cabq.gov](mailto:rogeliorodriguez@cabq.gov)>; Wolfley, Jolene <[jwolfley@cabq.gov](mailto:jwolfley@cabq.gov)>; Webb, Robert L. <[rwebb@cabq.gov](mailto:rwebb@cabq.gov)>

**Subject:** RE: 6301 Uptown Blvd NE- Minor/Major amendment DFT submittal

Good evening Jonathan,

Just checking in with you regarding Fire and Rescue's approval of the Site Plan at 6301 Uptown Blvd. NE showing the fence line to make sure that emergency access to the property is not being impeding or blocking any fire hydrants.



Once we receive confirmation of that approval, we will be able to accept and process the Site Plan Administrative DFT application.



## Jay Rodenbeck

Planning Manager

Development Review Services

o (505) 924-3994

c (505) 553-0682

e [jrodenbeck@cabq.gov](mailto:jrodenbeck@cabq.gov)

[cabq.gov/planning](http://cabq.gov/planning)

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**From:** Jonathan Turner <[turner@consensusplanning.com](mailto:turner@consensusplanning.com)>

**Sent:** Monday, July 31, 2023 6:26 PM

**To:** Barnes, Brian K. <[bbarnes@cabq.gov](mailto:bbarnes@cabq.gov)>

**Cc:** Armijo, Ernest M. <[earmijo@cabq.gov](mailto:earmijo@cabq.gov)>; Biazar, Shahab <[sbiazar@cabq.gov](mailto:sbiazar@cabq.gov)>; Rodenbeck, Jay B. <[jrodenbeck@cabq.gov](mailto:jrodenbeck@cabq.gov)>; Jackie Fishman <[fishman@consensusplanning.com](mailto:fishman@consensusplanning.com)>; Wensley, Clint R. <[cwensley@cabq.gov](mailto:cwensley@cabq.gov)>; Rodriguez, Rogelio <[rogeliorodriguez@cabq.gov](mailto:rogeliorodriguez@cabq.gov)>

**Subject:** RE: 6301 Uptown Blvd NE- Minor/Major amendment DFT submittal

**[EXTERNAL]** Forward to [phishing@cabq.gov](mailto:phishing@cabq.gov) and delete if an email causes any concern.

Hello Lt. Barnes,

I am just following up on this. Based on your review of the proposed fence as shown on the Site Plan that I sent on Thursday, can you confirm that Fire does not need anything additional at this time in order for the applicant to submit an application to the DFT for the proposed amendments? We are currently at a standstill with the application submittal until your comment is resolved.

Thank you in advance for your assistance!

Sincerely,

**Jonathan Turner**

**Consensus Planning, Inc.**

302 8<sup>th</sup> Street NW

Albuquerque, NM 87102  
(505) 764-9801 x109

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**From:** Jonathan Turner  
**Sent:** Thursday, July 27, 2023 3:25 PM  
**To:** Barnes, Brian K. <[bbarnes@cabq.gov](mailto:bbarnes@cabq.gov)>  
**Cc:** Armijo, Ernest M. <[earmijo@cabq.gov](mailto:earmijo@cabq.gov)>; Biazar, Shahab <[sbiazar@cabq.gov](mailto:sbiazar@cabq.gov)>; Rodenbeck, Jay B. <[jrodenbeck@cabq.gov](mailto:jrodenbeck@cabq.gov)>; Jackie Fishman <[fishman@consensusplanning.com](mailto:fishman@consensusplanning.com)>; Wensley, Clint R. <[cwensley@cabq.gov](mailto:cwensley@cabq.gov)>; Rodriguez, Rogelio <[rogeliorodriguez@cabq.gov](mailto:rogeliorodriguez@cabq.gov)>  
**Subject:** RE: 6301 Uptown Blvd NE- Minor/Major amendment DFT submittal

Lt. Barnes,

As you requested below, attached is a Site Plan showing the proposed metal security fence in the front and around the perimeter of the property. The big Red X indicates that the eastern parcel (vacant lot) is to be removed from the Site Plan w/ the amendments.

Let me know if you have any questions.

Thanks, and have a good afternoon-

***Jonathan Turner***  
**Consensus Planning, Inc.**  
302 8<sup>th</sup> Street NW  
Albuquerque, NM 87102  
(505) 764-9801 x109

---

**From:** Barnes, Brian K. <[bbarnes@cabq.gov](mailto:bbarnes@cabq.gov)>  
**Sent:** Thursday, July 27, 2023 10:41 AM  
**To:** Jonathan Turner <[turner@consensusplanning.com](mailto:turner@consensusplanning.com)>  
**Cc:** Armijo, Ernest M. <[earmijo@cabq.gov](mailto:earmijo@cabq.gov)>; Biazar, Shahab <[sbiazar@cabq.gov](mailto:sbiazar@cabq.gov)>; Rodenbeck, Jay B. <[jrodenbeck@cabq.gov](mailto:jrodenbeck@cabq.gov)>; Jackie Fishman <[fishman@consensusplanning.com](mailto:fishman@consensusplanning.com)>; Wensley, Clint R. <[cwensley@cabq.gov](mailto:cwensley@cabq.gov)>; Rodriguez, Rogelio <[rogeliorodriguez@cabq.gov](mailto:rogeliorodriguez@cabq.gov)>  
**Subject:** RE: 6301 Uptown Blvd NE- Minor/Major amendment DFT submittal

Hi Jonathan,

An official fire 1 is not required from us. What we would like to see is a site plan showing the fence line to make sure that emergency access to the property are not being impeding or blocking any fire hydrants. If you have any questions please let me know.

Thank you,

Brian Barnes  
Lieutenant Fire Marshals Office

## Albuquerque Fire Rescue

600 2<sup>nd</sup> Street NW  
Albuquerque NM 87102  
505 924 3611



---

**From:** Jonathan Turner <[turner@consensusplanning.com](mailto:turner@consensusplanning.com)>  
**Sent:** Thursday, July 27, 2023 9:57 AM  
**To:** Barnes, Brian K. <[bbarnes@cabq.gov](mailto:bbarnes@cabq.gov)>  
**Cc:** Armijo, Ernest M. <[earmijo@cabq.gov](mailto:earmijo@cabq.gov)>; Biazar, Shahab <[sbiazar@cabq.gov](mailto:sbiazar@cabq.gov)>; Rodenbeck, Jay B. <[jrodenbeck@cabq.gov](mailto:jrodenbeck@cabq.gov)>; Jackie Fishman <[fishman@consensusplanning.com](mailto:fishman@consensusplanning.com)>  
**Subject:** 6301 Uptown Blvd NE- Minor/Major amendment DFT submittal

**[EXTERNAL]** Forward to [phishing@cabq.gov](mailto:phishing@cabq.gov) and delete if an email causes any concern.

Lt. Barnes,

Thank you for your time this morning to discuss our pending application submittal to the DFT. As discussed, the amendment is to add a perimeter fence and remove a parcel from the Site Plan for the existing 15,000 +/- s.f. office building built in 1985. Based on our conversation, my understanding is that a Fire 1 plan and approval is not required by the Fire Marshal's office because there are no proposed changes to the existing building, square footage, occupancy, height, access, or fire flow.

Additionally, as explained, the architects have already specified and have a keyed note for a Knox box on the proposed automatic entry gate.

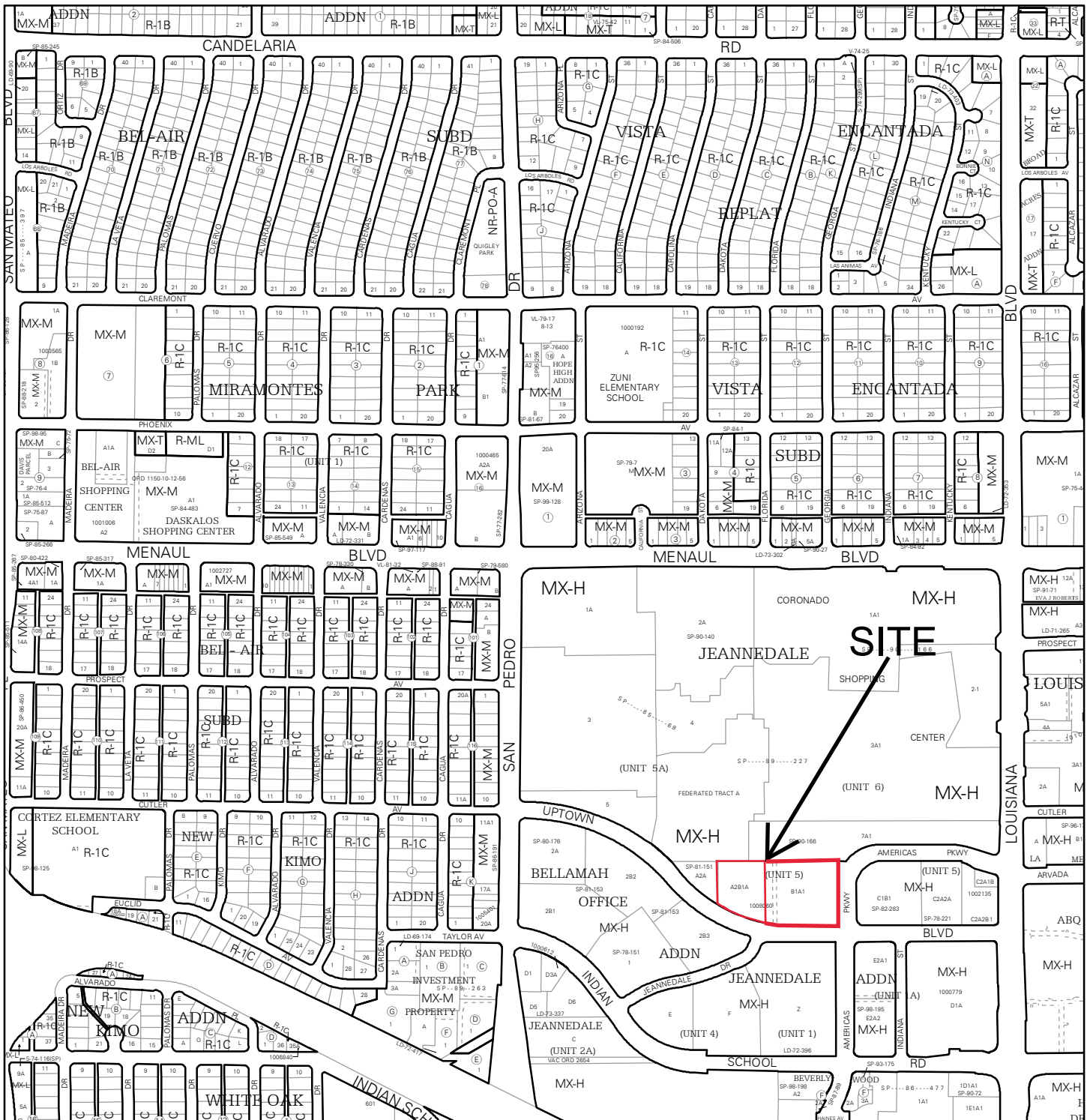
Based on the information provided, can you please confirm whether or not we need to initiate the process with your office for a Fire 1 Plan approval for the fence amendment?

Thank you for your assistance on this matter.

Have a great day,


**Jonathan Turner**  
**Consensus Planning, Inc.**

302 8<sup>th</sup> Street NW  
Albuquerque, NM 87102  
(505) 764-9801 x109



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

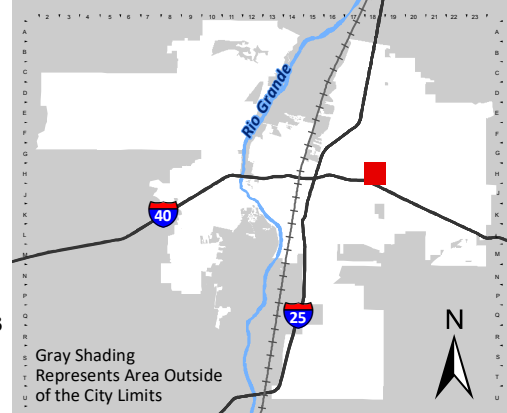
## IDO Zone Atlas May 2018




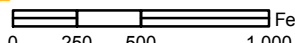
IDO Zoning information as of May 17, 2018  
The Zone Districts and Overlay Zones  
are established by the  
Integrated Development Ordinance (IDO).

Zone Atlas Page:  
**H-18-Z**

- Easement
- 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



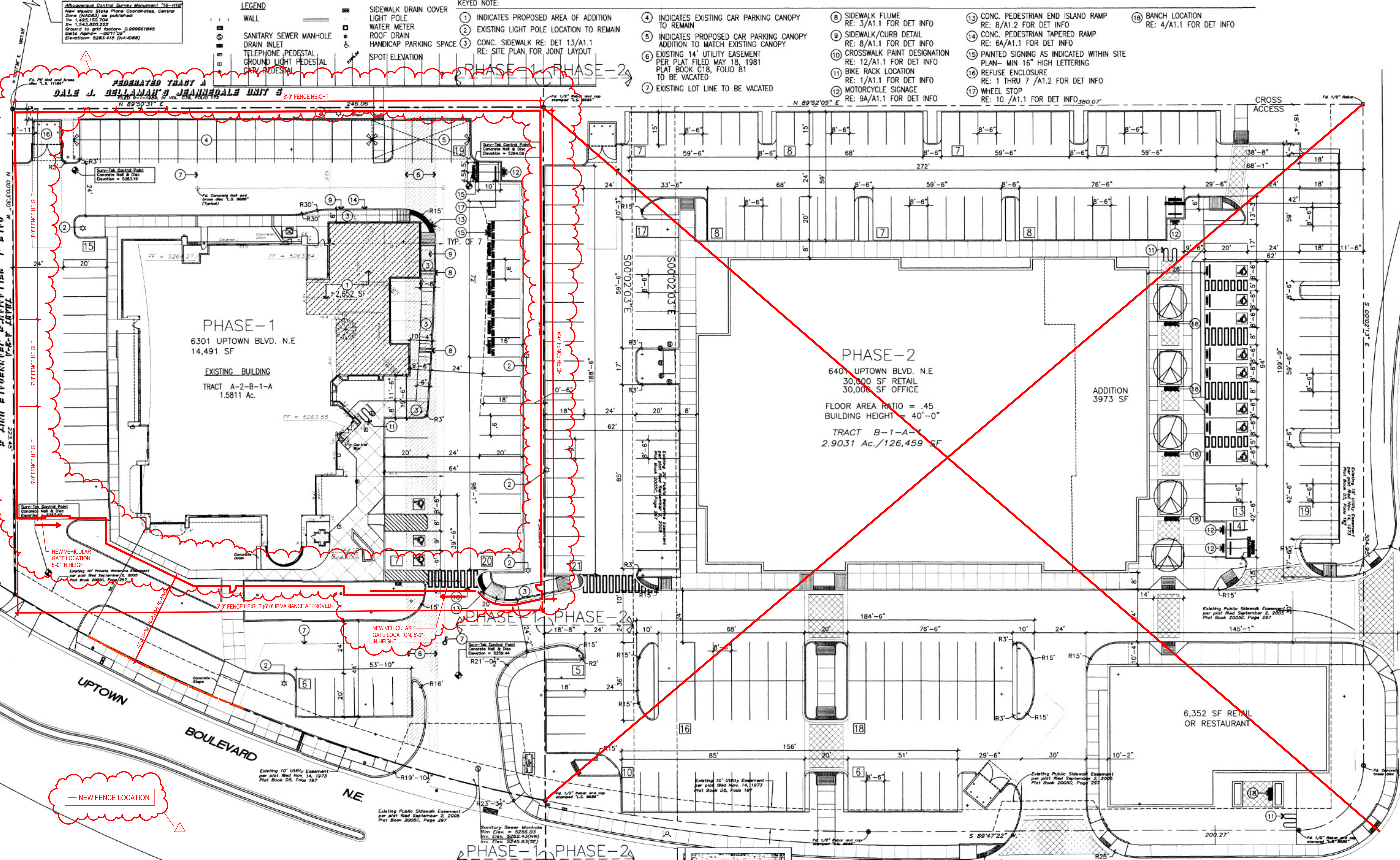
Gray Shading  
Represents Area Outside  
of the City Limits

Albuquerque Control Survey Monument 176-H18  
 New Mexico State Plane Coordinates, Central Zone (NAD83) as published:  
 File: 1543.620.222  
 Ground to grid factor = 0.999661845  
 Data Alpha = -001109  
 Elevation = 5283.415 (NAVD83)

- LEGEND**
- WALL
  - SANITARY SEWER MANHOLE
  - DRAIN INLET
  - TELEPHONE PEDESTAL
  - GROUND LIGHT PEDESTAL
  - CITY PEDESTAL
  - SIDEWALK DRAIN COVER
  - LIGHT POLE
  - WATER METER
  - ROOF DRAIN
  - HANDICAP PARKING SPACE
  - SPOT ELEVATION

- KEYED NOTE:**
- ① INDICATES PROPOSED AREA OF ADDITION
  - ② EXISTING LIGHT POLE LOCATION TO REMAIN
  - ③ CONC. SIDEWALK RE: DET 13/A1.1 RE: SITE PLAN FOR JOINT LAYOUT
  - ④ INDICATES EXISTING CAR PARKING CANOPY TO REMAIN
  - ⑤ INDICATES PROPOSED CAR PARKING CANOPY ADDITION TO MATCH EXISTING CANOPY
  - ⑥ EXISTING 14' UTILITY EASEMENT PER PLAT FILED MAY 18, 1981 PLAT BOOK C18, FOLIO B1 TO BE VACATED
  - ⑦ EXISTING LOT LINE TO BE VACATED
  - ⑧ SIDEWALK FLUME RE: 3/A1.1 FOR DET INFO
  - ⑨ SIDEWALK/CURB DETAIL RE: 8/A1.1 FOR DET INFO
  - ⑩ CROSSWALK PAINT DESIGNATION RE: 12/A1.1 FOR DET INFO
  - ⑪ BIKE RACK LOCATION RE: 1/A1.1 FOR DET INFO
  - ⑫ MOTORCYCLE SIGNAGE RE: 9A/A1.1 FOR DET INFO
  - ⑬ CONC. PEDESTRIAN END ISLAND RAMP RE: 8/A1.2 FOR DET INFO
  - ⑭ CONC. PEDESTRIAN TAPERED RAMP RE: 6A/A1.1 FOR DET INFO
  - ⑮ PAINTED SIGNING AS INDICATED WITHIN SITE PLAN- MIN 16" HIGH LETTERING
  - ⑯ REFUSE ENCLOSURE RE: 1 THRU 7 /A1.2 FOR DET INFO
  - ⑰ WHEEL STOP RE: 10 /A1.1 FOR DET INFO
  - ⑱ BENCH LOCATION RE: 4/A1.1 FOR DET INFO



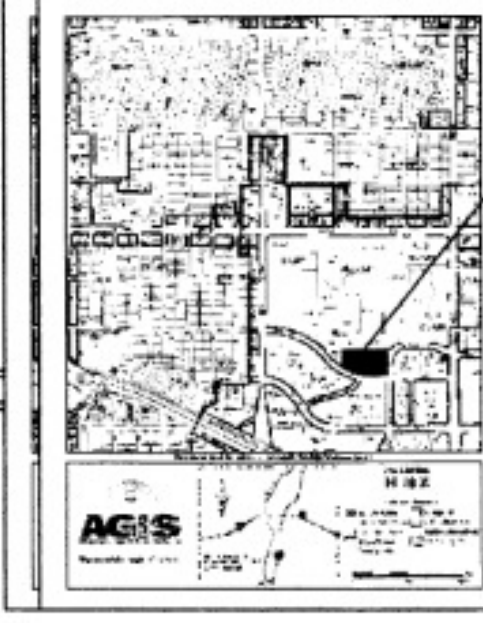
**PHASE-1**  
 6301 UPTOWN BLVD. N.E.  
 14,491 SF  
 EXISTING BUILDING  
 TRACT A-2-B-1-A  
 1.5811 Ac.

**PHASE-2**  
 640 UPTOWN BLVD. N.E.  
 30,000 SF RETAIL  
 30,000 SF OFFICE  
 FLOOR AREA RATIO = .45  
 BUILDING HEIGHT = 40'-0"  
 TRACT B-1-A-1  
 2.9031 Ac./126,459 SF

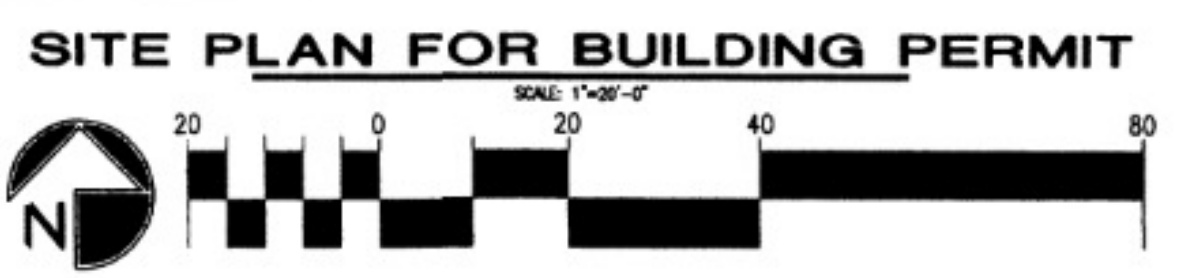
6,352 SF RETAIL OR RESTAURANT

SITE DATA TABLE	PHASE-1	PHASE-2
LEGAL DESCRIPTION	TRACT A-2-B-1-A	TRACT B-1-A-1
TOTAL ACREAGE	1.5811 Acres	2.9031 Acres
EXISTING ZONING		
BUILDING SIZE:	RE: SITE	RE: SITE
FAR:	EXISTING FAR= 21%	EXISTING FAR= 45%
EXISTING USES:	OFFICE	OFFICE/RETAIL
TOTAL PARKING PROVIDED:	67 SPACES	177 SPACES
TOTAL PARKING REQ:	67 SPACES	177 SPACES
HC REQ:	3 H.C. (INCLUDING 2 VAN ACCESSIBLE)	8 H.C. (INCLUDING 4 VAN ACCESSIBLE)
HC PROVIDED:	11 H.C. (INCLUDING 6 VAN ACCESSIBLE)	11 H.C. (INCLUDING 6 VAN ACCESSIBLE)
BIKE SPACES PROVIDED:	5 BIKE SPACES	10 BIKE SPACES
BIKE SPACES REQUIRED:	4 BIKE SPACES	8 BIKE SPACES
MOTORCYCLE PARKING PROV:	6 BIKE SPACES	6 BIKE SPACES
MOTORCYCLE PARKING REQ:	3 BIKE SPACES	5 BIKE SPACES

**ADMINISTRATIVE AMENDMENT**  
 File # 89M-1089/Project # 10.00631  
 Vacation of easement, lot line relocation, ±2,600 sq. Ft. bldg. addition  
 Issued By: [Signature] DATE: 24 Nov '09  
 APPROVED BY: [Signature] DATE:



6-20-2023: AMENDMENTS TO REMOVE TRACT B-1-A-1 FROM SITE PLAN AND TO ADD A PERIMETER SECURITY FENCE ON TRACT A-2-B-1-A



**REVISION**

REV	DATE	BY
1		
2		
3		
4		
5		
6		

**MODULUS ARCHITECTS**  
 2925 SAN PEDRO N.E. SUITE 2-B  
 ALBUQUERQUE, NEW MEXICO 87110  
 PHONE (505) 338-1499 FAX (505) 338-1498  
 TOLL FREE 1-866-224-2161

**UPTOWN LOOP N.E.**

**PROJECT TITLE**  
 6301-6401 UPTOWN BLVD. N.E.  
 N.W.C. OF UPTOWN LOOP BLVD. AND UPTOWN LOOP N.E.  
 ALBUQUERQUE, NEW MEXICO

**DRAWN BY:** S  
**JOB NO.:** 1089  
**PROJECT MANAGER:** STEPHEN DUNBAR, AIA 6301-UPTOWN  
**SKETCH TITLE:** SP-BUILDING PERMIT

**DATE:**  
**SCALE:** AS NOTED  
**BP1**

AA-000631

06/28/2023

REVISIONS

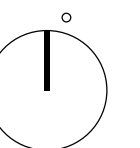


NOT FOR  
CONSTRUCTION

NOTES

DRAWN BY CW  
REVIEWED BY OK  
DATE 06/28/2023  
PROJECT NO #23-0002

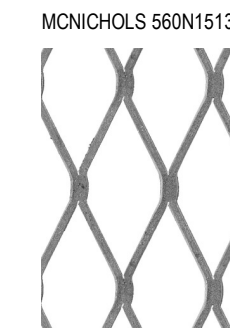
NORTH + SCALE



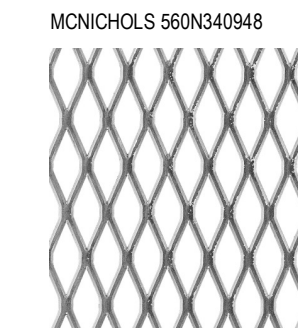
DRAWING NAME  
**FENCE & GATE ELEVATIONS**



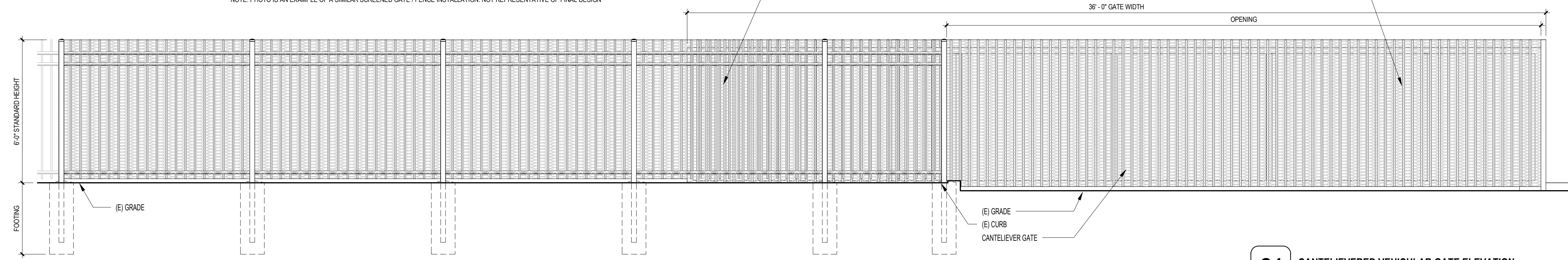
NOTE: PHOTO IS AN EXAMPLE OF A SIMILAR SCREENED GATE / FENCE INSTALLATION. NOT REPRESENTATIVE OF FINAL DESIGN



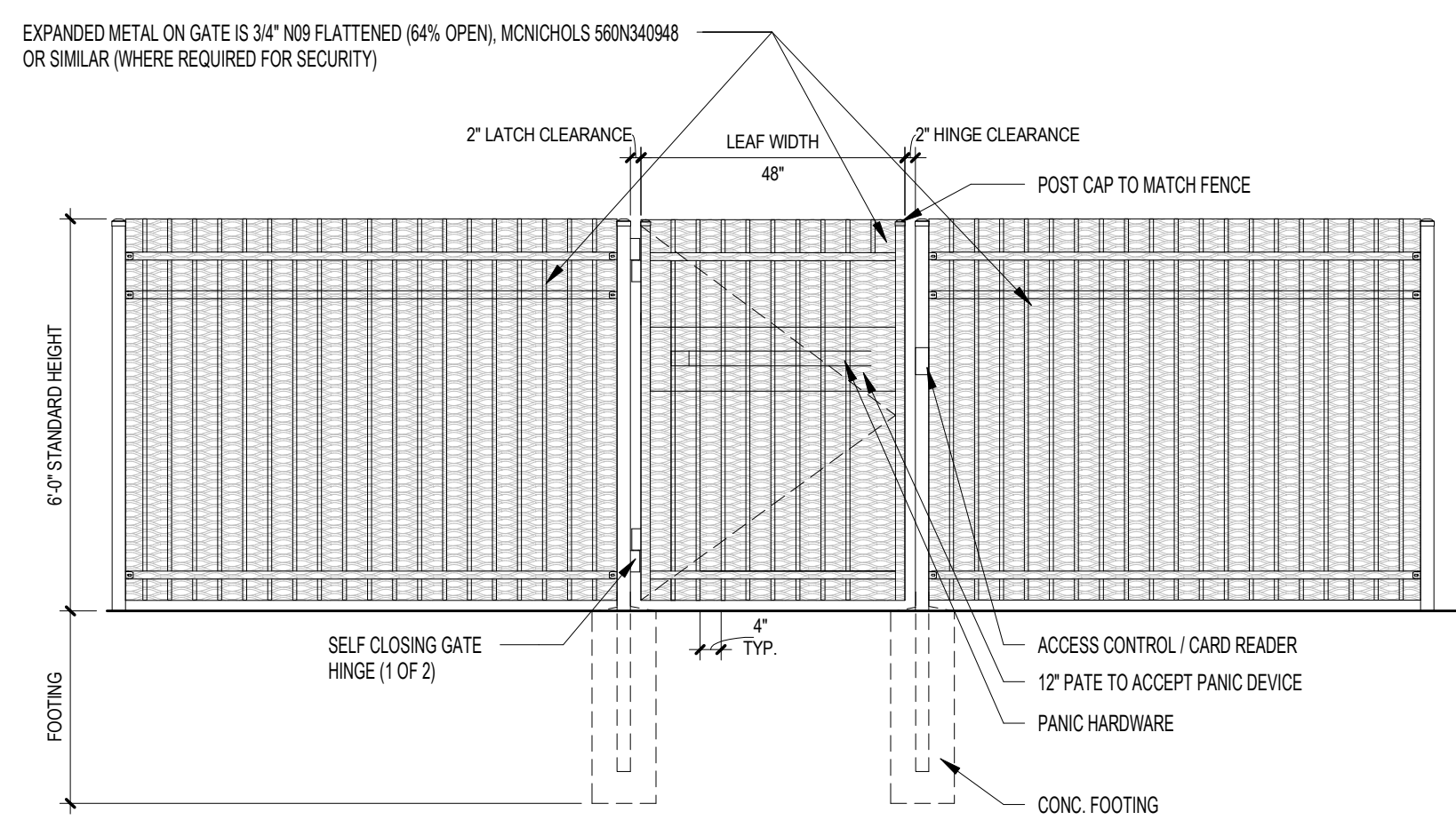
EXPANDED METAL ON FENCE IS 1-1/2" N013 FLATTENED (83% OPEN), MCNICHOLS 560N1513 OR SIMILAR (WHERE REQUIRED FOR SAFETY NOT SECURITY)



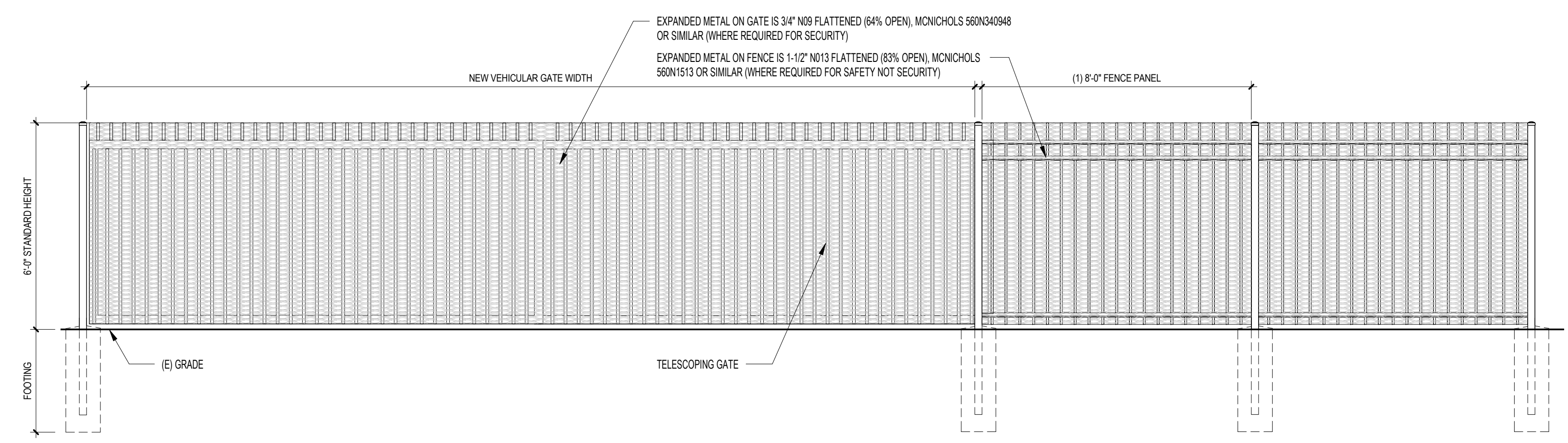
EXPANDED METAL ON GATE IS 3/4" N09 FLATTENED (64% OPEN), MCNICHOLS 560N340948 OR SIMILAR (WHERE REQUIRED FOR SECURITY)



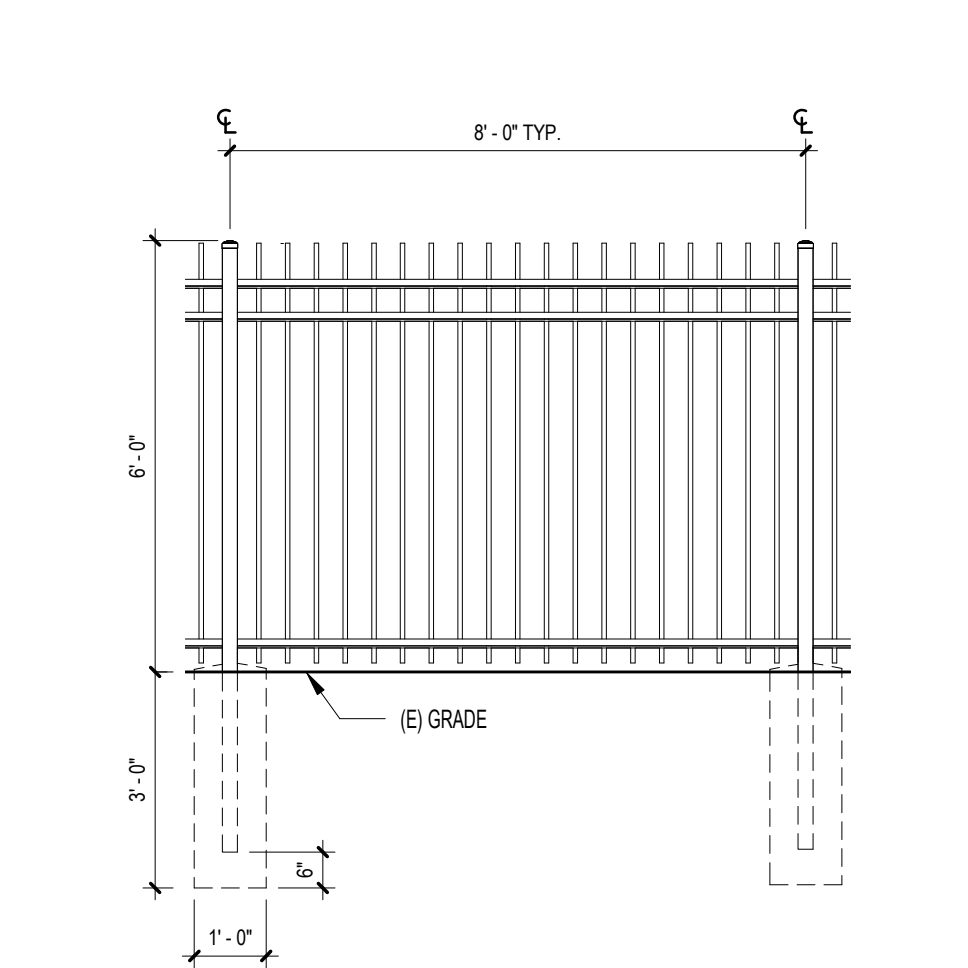
**C4** CANTILEVERED VEHICULAR GATE ELEVATION  
3/8" = 1'-0"



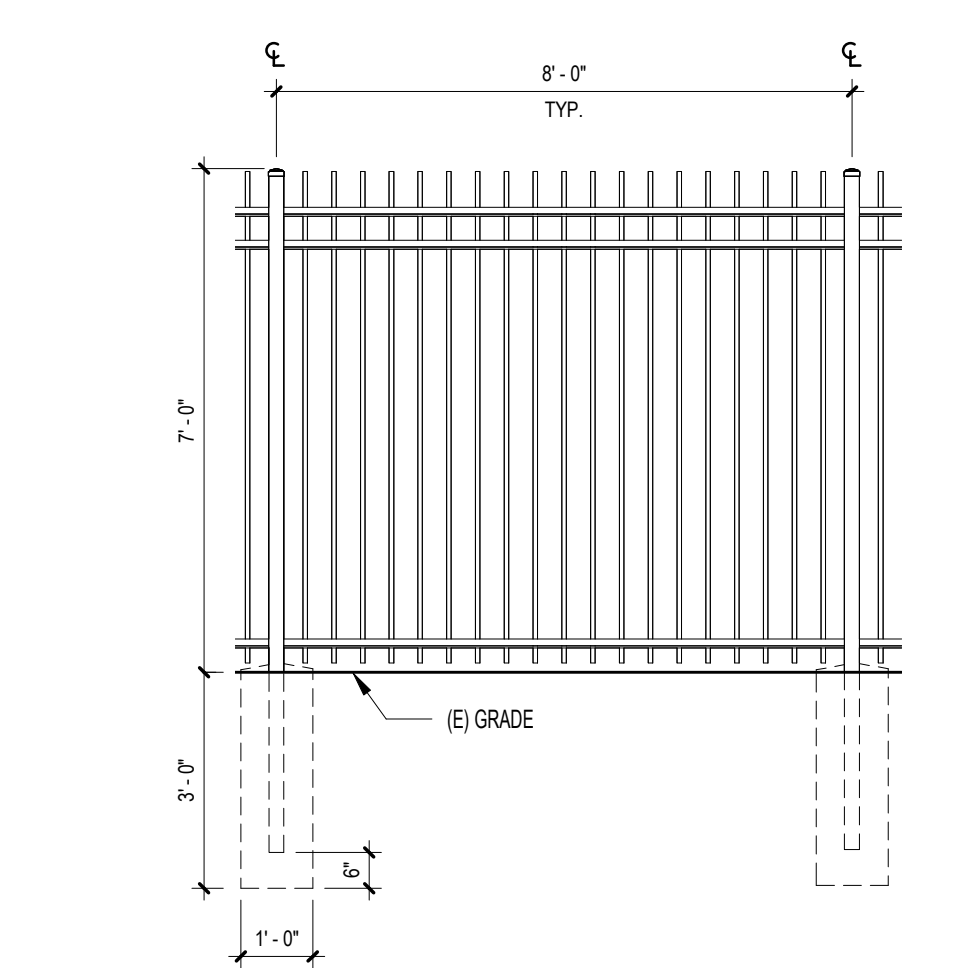
**B2** PEDESTRIAN GATE DETAIL  
3/8" = 1'-0"



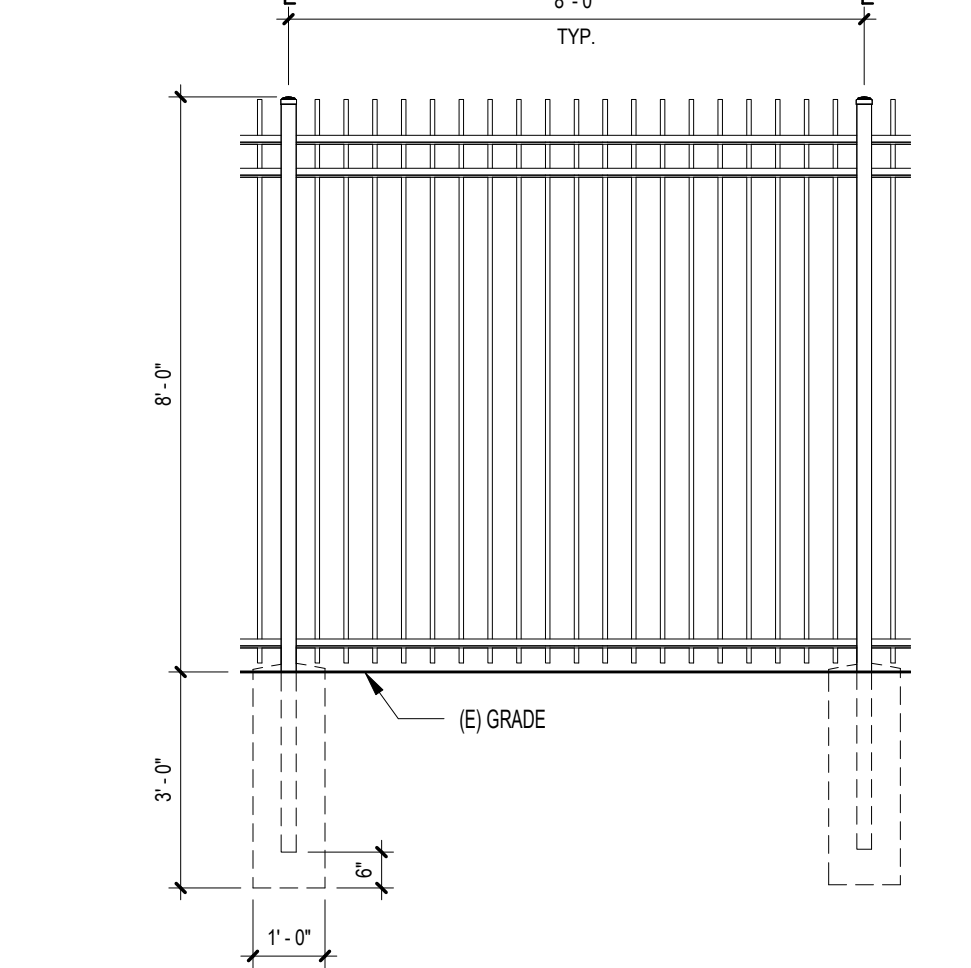
**B4** TELESCOPING VEHICULAR GATE ELEVATION  
3/8" = 1'-0"



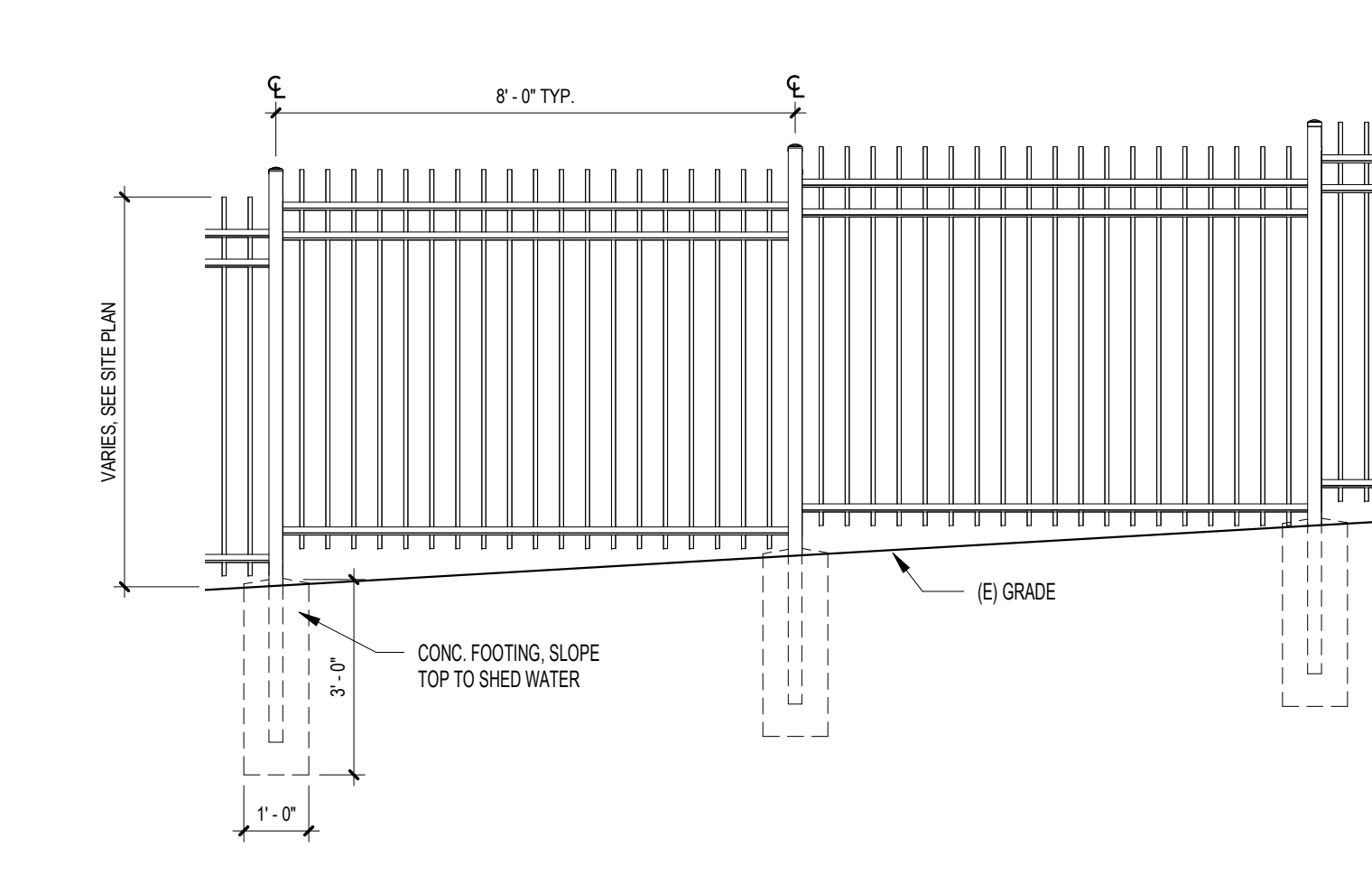
**A1** 6 FOOT FENCE ELEVATION  
3/8" = 1'-0"



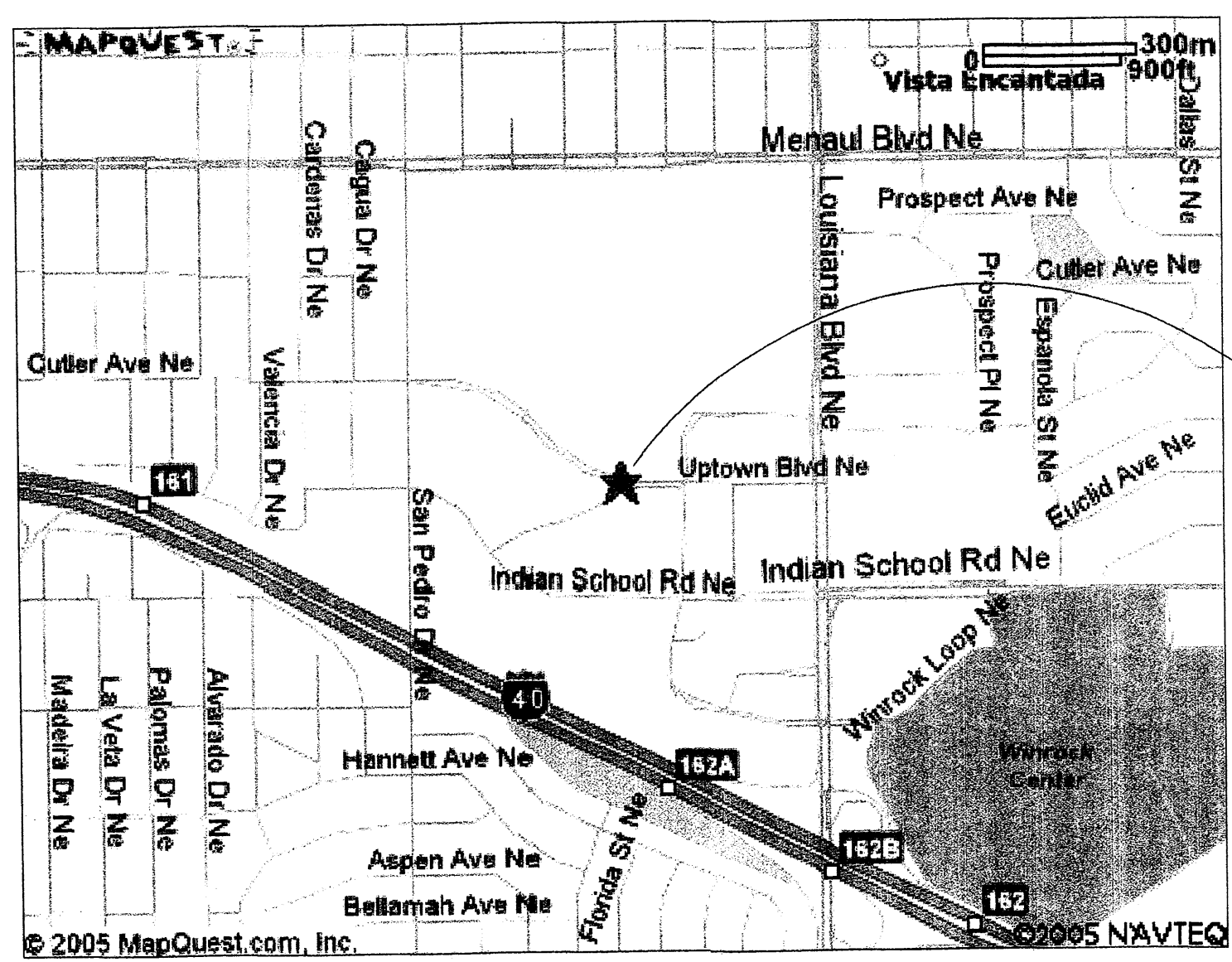
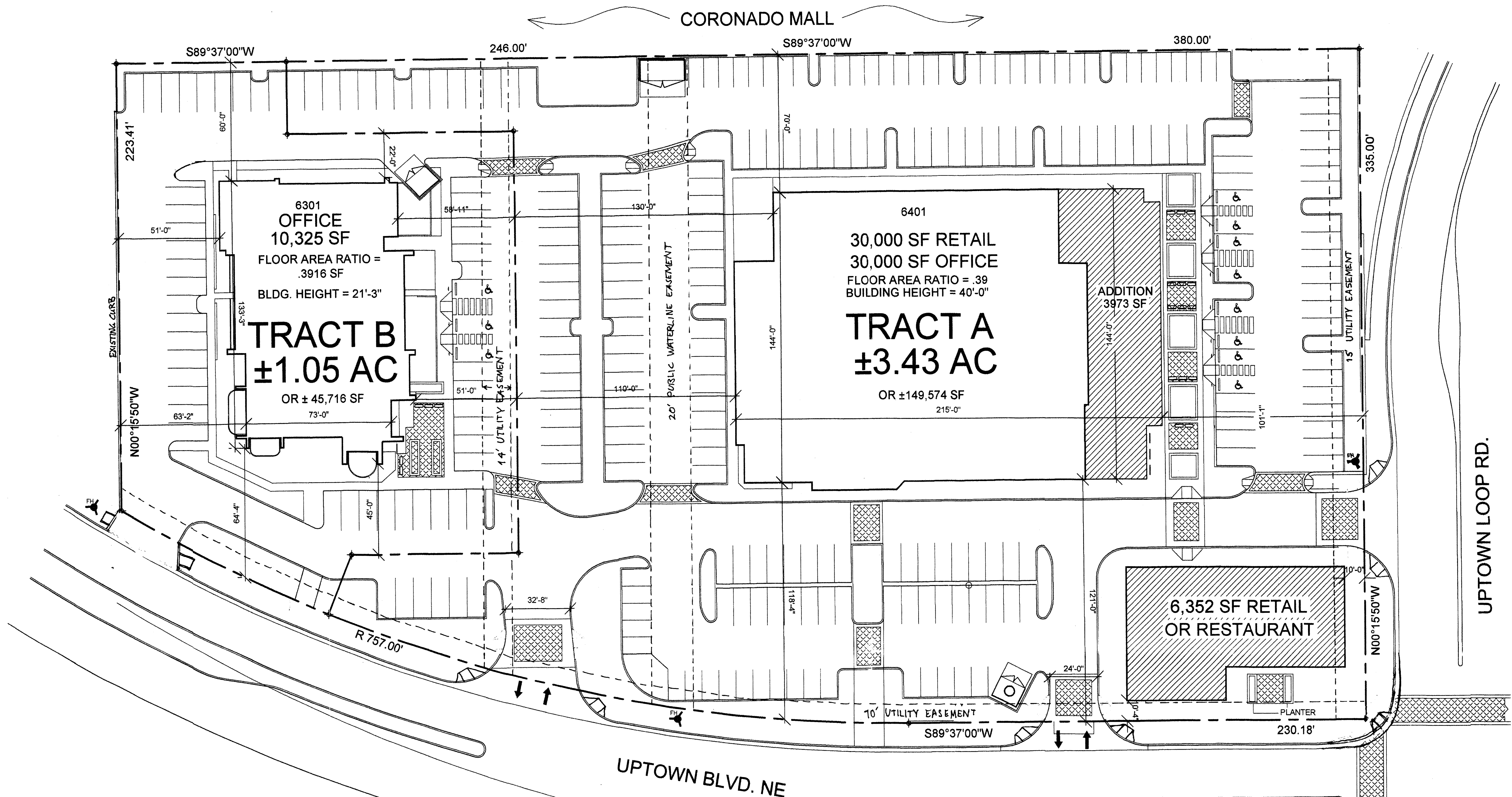
**A2** 7 FOOT FENCE ELEVATION  
3/8" = 1'-0"



**A3** 8 FOOT FENCE ELEVATION  
3/8" = 1'-0"



**A4** TYP. STEPPED FENCE ELEVATION  
3/8" = 1'-0"



**BUILDING AREA & PARKING CALCULATIONS:**

Building Area	Office Area	Retail Area	Plaza Area	Restaurant Plaza Area
6301 PLAZA AREA: OFFICE: 10,325 200 X 9 = 47 47 TOTAL SPACES X 15 SF PER SPACE = 705 SF PLAZA	6301 OFFICE AREA: 10,325 SF BUILDING 10,325 200 X 9 = 47 SPACES REQUIRED 47 SPACES PROVIDED (1:1)	6401 RETAIL AREA: 30,000 SF BUILDING 30,000 250 X 8 = 120 SPACES REQUIRED 120 SPACES PROVIDED	6401 PLAZA AREA: 2ND FLOOR OFFICE: 30,000 300 X 8 = 80 1ST FLOOR RETAIL: 30,000 250 X 8 = 120 180 TOTAL SPACES X 15 SF PER SPACE = 2,700 SF PLAZA	RESTAURANT PLAZA AREA: RETAIL: 6,352 250 X 8 = 23 23 TOTAL SPACES X 15 SF PER SPACE = 345 SF PLAZA
SEATING AREA: 18' X 20' = 360 L IN-LINER FT. PERMETER REQ. 360 L IN-LINER FT. PARKING PLANTERS 360 L IN-LINER FT. BENCHES = 115 L IN-LINER FT. PROVIDED	LANDSCAPE AREA: 700 SF X .4 = 280 SF REQUIRED = 280 SF PROVIDED	LANDSCAPE AREA: 1100 SF X .4 = 440 SF REQUIRED = 440 SF PROVIDED	LANDSCAPE AREA: 1100 SF X .4 = 440 SF REQUIRED = 440 SF PROVIDED	LANDSCAPE AREA: 345 SF X .4 = 138 SF REQUIRED = 138 SF PROVIDED

PROJECT NUMBER: 1000 631  
 APPLICATION NUMBER: 05DRB-01287

This plan is consistent with the specific Site Development Plan approved by the Environmental Planning Commission (EPC) on and that the findings and conditions in the Official Notice, Notification of Decision have been complied with:

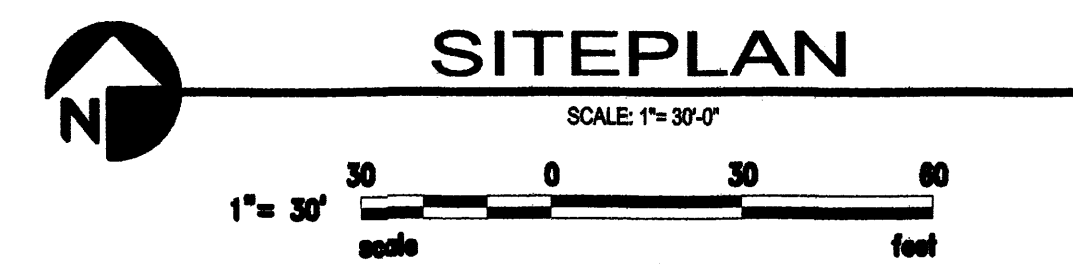
Is an Infrastructure List required? ( ) YES (X) NO

If yes, then a set of approved DRC plans with a work order is required for any construction within Public Right-of-Way or for construction of public improvements.

**SITE DEVELOPMENT PLAN**

City Engineer, Transportation Division	Date	9-14-05
Utilities Development	Date	9-14-05
Parks and Recreation Department	Date	8/17/05
City Engineer, Engineering Division	Date	8/17/05
Environmental Health Department (conditional)	Date	8/19/05
Solid Waste Management	Date	8/17/05
DRC Chairperson, Planning Department	Date	8/17/05

\* Environmental Health, if necessary



REV	DATE	BY	REVISION
1			
2			
3			
4			
5			

**UPTOWN OFFICES**  
 UPTOWN LOOP RD. - CORONADO PLAZA  
 ALBUQUERQUE, NEW MEXICO

PROJECT MANAGER: MIKE SAFFRANY  
 DRAWN BY: MPS

GEORGE RAINHART ARCHITECT AND ASSOCIATES PC  
 2325 SAN PEDRO N.E. SUITE 2-B  
 ALBUQUERQUE, NEW MEXICO 87110  
 PHONE (505) 884-9110 FAX (505) 837-9877

DATE:	11-04-03	SHEET:	
SCALE:	AS NOTED	SHEET TITLE:	<b>SITE PLAN - SUBDIVISION</b>
			<b>A1.1</b>

SUPPORTIVE  
DOCUMENTATION:





# 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
- 3. Location and description of amenities, including patios, benches, tables, etc.

## n/aE. Off-Street Loading

- 1. Location and dimensions of all off-street loading areas

## n/aF. 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
- n/a 2. Identify existing and proposed turn lanes, deceleration lanes and similar features related to the functioning of the proposal, with dimensions
- n/a 3. Location of traffic signs and signals related to the functioning of the proposal
- n/a 4. Identify existing and proposed medians and median cuts
- 5. Sidewalk widths and locations, existing and proposed
- 6. Location of street lights
- 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.

#### n/a 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

- n/a 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

- n/a 1. Scale - must be same as scale on sheet #1 - Site plan
- 2. Bar Scale
- 3. North Arrow
- 4. Property Lines
- 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

- n/a 7. Identify type, location and size of plantings (common and/or botanical names).
  - A. Existing, indicating whether it is to be preserved or removed.
  - B. Proposed, to be established for general landscaping.
  - C. Proposed, to be established for screening/buffering.
- 8. Describe irrigation system – Phase I & II . . .
- 9. Planting Beds, indicating square footage of each bed
- 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

- n/a 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

- n/a 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

7/3/2023

City of Albuquerque  
Planning Department  
600 2<sup>nd</sup> Street NW  
Albuquerque, NM, 87102

RE: Property Owner Letter of Authorization

To Whom It May Concern:

6301 Uptown LLC hereby authorizes Consensus Planning, Inc. to act as our agent relating to all applications, submittals, and other formal representation associated with the approval of a Variance – ZHE and a Minor Amendment to an existing Site Plan for the subject property located at 6301 Uptown Boulevard NE.

Sincerely,

6301 Uptown LLC

By: 

7-3-2023

Jerome C. Betman, acting as agent for the Managing Member  
of 6301 Uptown LLC.



August 9, 2023

Jolene Wolfley, Associate Director  
Planning Department  
City of Albuquerque  
600 2<sup>nd</sup> Street NW  
Albuquerque, NM 87102

Dear Ms. Wolfley:

Landscape Architecture  
Urban Design  
Planning Services

302 Eighth St. NW  
Albuquerque, NM 87102

(505) 764-9801  
Fax 842-5495  
cp@consensusplanning.com  
www.consensusplanning.com

The purpose of this letter is to request the approval of a Site Plan Administrative- DFT to an approved Site Plan (AA1000631). The request is to permanently remove Tract A from the Site Development Plan for Building Permit and to add a perimeter fence for security purposes. The subject site includes RBC Wealth Management office at 6301 Uptown Boulevard and a long vacant lot to the east that used to hold Coronado Theatre at 6401 Uptown Boulevard. This application follows a request for Variance to the allowed fence height submitted to the Zoning Hearing Examiner on July 3, 2023.



This request meets the criteria to be considered a Site Plan Administrative- DFT to a Site Plan approved prior to the effective date of the IDO under Section 14-16- 6-5(G)(3) based on the following:

#### **6-5(G)(3) Site Plan - Administrative**

**6-5(G)(3)(a)** A site plan – administrative must meet all of the following criteria:

1. 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.

***Applicant Response:*** This request does not affect any of the requirements in place at the time of the approval for the existing Site Plan. The proposed removal of the

#### PRINCIPALS

James K. Strozier, FAICP  
Christopher J. Green, PLA,  
ASLA, LEED AP  
Jacqueline Fishman, AICP



*adjoining parcel will not affect any of the parking standards or landscape requirements; therefore, the requested change is in compliance with the original requirements. The addition of a perimeter fence is necessary due to the extremely high level of trespassing and illegal activity on the site due to it being directly adjacent to a large vacant parking lot at Coronado Mall.*

**6-5(G)(3)(b)**

2. The City's existing infrastructure and public improvements, including but not limited to its street, 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.

***Applicant Response:*** *The existing development is located within the Uptown Urban Center of the City. The existing infrastructure, streets, drainage, and sidewalk systems are in place, well-connected, and fully-developed. There is no required infrastructure associated with this request.*

**6-5(G)(3)(c)**

3. 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.

***Applicant Response:*** *The subject property is not located within an approved Master Development Plan. Therefore, this criterion does not apply to this request.*

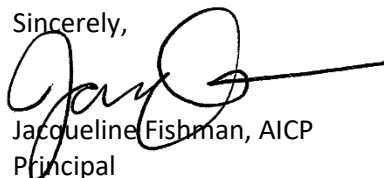
**6-5(G)(3)(d)**

4. 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.

***Applicant Response:*** *The subject property is not within an approved Framework Plan. Therefore, this criterion does not apply to this request.*

Based on the IDO Criteria and responses provided above, we respectfully request approval of the attached Site Plan Administrative- DFT as provided for in the IDO. Please do not hesitate to contact us if you have any questions or require any additional information.

Sincerely,



Jacqueline Fishman, AICP  
Principal



PUBLIC NOTICE

DOCUMENTATION:

# SIGN POSTING AGREEMENT

## REQUIREMENTS

### POSTING SIGNS ANNOUNCING PUBLIC HEARINGS

All persons making application to the City under the requirements and procedures established by the City Zoning Code or Subdivision Ordinance are responsible for the posting and maintaining of one or more signs on the property which the application describes. 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. If the application is mailed, you must still stop at the Development Services Front Counter to pick up the sign.

The applicant is responsible for ensuring that the signs remain posted throughout the 15-day period prior to public 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 at a charge of \$3.75 each.

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.

Jonathan Turner  
Applicant or Agent

8/9/23  
(Date)

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

**PROJECT NUMBER:** \_\_\_\_\_

**From:** [Carmona, Dalaina L.](#)  
**To:** [Jonathan Turner](#)  
**Subject:** 6301 Uptown Boulevard NE Neighborhood Meeting Inquiry Sheet Submission  
**Date:** Tuesday, July 11, 2023 1:29:13 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image007.png](#)  
[IDOZoneAtlasPage Bettman.pdf](#)

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**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:

As of Tuesday, July 11, 2023, there are **NO** neighborhood associations/coalitions to notify.

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

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](mailto: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 attach a copy of this e-mail from the ONC to your application and submit it to the Planning Department for approval.

Thank you.



*Dalaina L. Carmona*

Senior Administrative Assistant  
Office of Neighborhood Coordination  
Council Services Department

1 Civic Plaza NW, Suite 9087, 9<sup>th</sup> Floor  
Albuquerque, NM 87102  
505-768-3334

[dlcarmona@cabq.gov](mailto:dlcarmona@cabq.gov) or [ONC@cabq.gov](mailto:ONC@cabq.gov)

Website: [www.cabq.gov/neighborhoods](http://www.cabq.gov/neighborhoods)



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**From:** webmaster@cabq.gov <webmaster@cabq.gov>

**Sent:** Tuesday, July 11, 2023 9:28 AM

**To:** Office of Neighborhood Coordination <turner@consensusplanning.com>

**Cc:** Office of Neighborhood Coordination <onc@cabq.gov>

**Subject:** Neighborhood Meeting Inquiry Sheet Submission

**[EXTERNAL]** Forward to [phishing@cabq.gov](mailto:phishing@cabq.gov) and delete if an email causes any concern.

Neighborhood Meeting Inquiry For:

Other (please specify in field below)

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

DFT

Contact Name

Jonathan Turner

Telephone Number

505-764-9801

Email Address

[turner@consensusplanning.com](mailto:turner@consensusplanning.com)

Company Name

Consensus Planning

Company Address

302 8th St NW

City

Albuquerque

State

NM

ZIP

87102

Legal description of the subject site for this project:

TR H-10 PLAT OF TRACTS H-1 THRU H-11 VENTANA SQUARE ATVENTANA RANCH A REPLAT OF TRACT H-A  
VENTANA RANCHCONT 1.0656 AC

Physical address of subject site:

6301 Uptown Boulevard NE

Subject site cross streets:

San Pedro Dr and Americas Parkway

Other subject site identifiers:

This site is located on the following zone atlas page:

H-18

Captcha

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