



**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 SW (Form S3)	<b>APPEAL</b>	
<input type="checkbox"/> Extension of IIA: Temp. Def. of SW (Form S3)	<input type="checkbox"/> Administrative Decision (Form A)	

**BRIEF DESCRIPTION OF REQUEST**

Combine Lots 19 & 20, Block 24, Buena Ventura Subdivision into proposed Lot 20-A, Block 24, Buena Ventura Subdivision; Develop Lot 20-A into a drive-thru oil change facility.

**APPLICATION INFORMATION**

Applicant/Owner: Durban Development (Zack Holland)		Phone: (704) 319-8343
Address: 106 Foster Avenue		Email: zack.holland@durbandevelopment.com
City: Charlotte	State: NC	Zip: 28203
Professional/Agent (if any): Galloway & Company (Doug Jones)		Phone: (303) 770-8884
Address: 5500 Greenwood Plaza Boulevard, Suite 200		Email: DougJones@gallowayus.com
City: Greenwood Village	State: CO	Zip: 80111
Proprietary Interest in Site: None, Consultant		List all owners: Durban Development

**SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)**

Lot or Tract No.: 19 & 20		Block: 24	Unit: N/A
Subdivision/Addition: Buena Ventura		MRGCD Map No.:	UPC Code: 102005752816042507, 102005752815442508
Zone Atlas Page(s): K-20-Z	Existing Zoning: MX-L		Proposed Zoning: MX-L
# of Existing Lots: 2	# of Proposed Lots: 1		Total Area of Site (Acres): 0.3317 AC.

**LOCATION OF PROPERTY BY STREETS**

Site Address/Street: 321 Eubank Blvd NE Between: Chico Rd NE and: Copper Ave NE

**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: 08/22/23
Printed Name: Zack Holland	<input checked="" type="checkbox"/> Applicant or <input type="checkbox"/> Agent

**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.*

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- \_\_\_ 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**

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) 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**

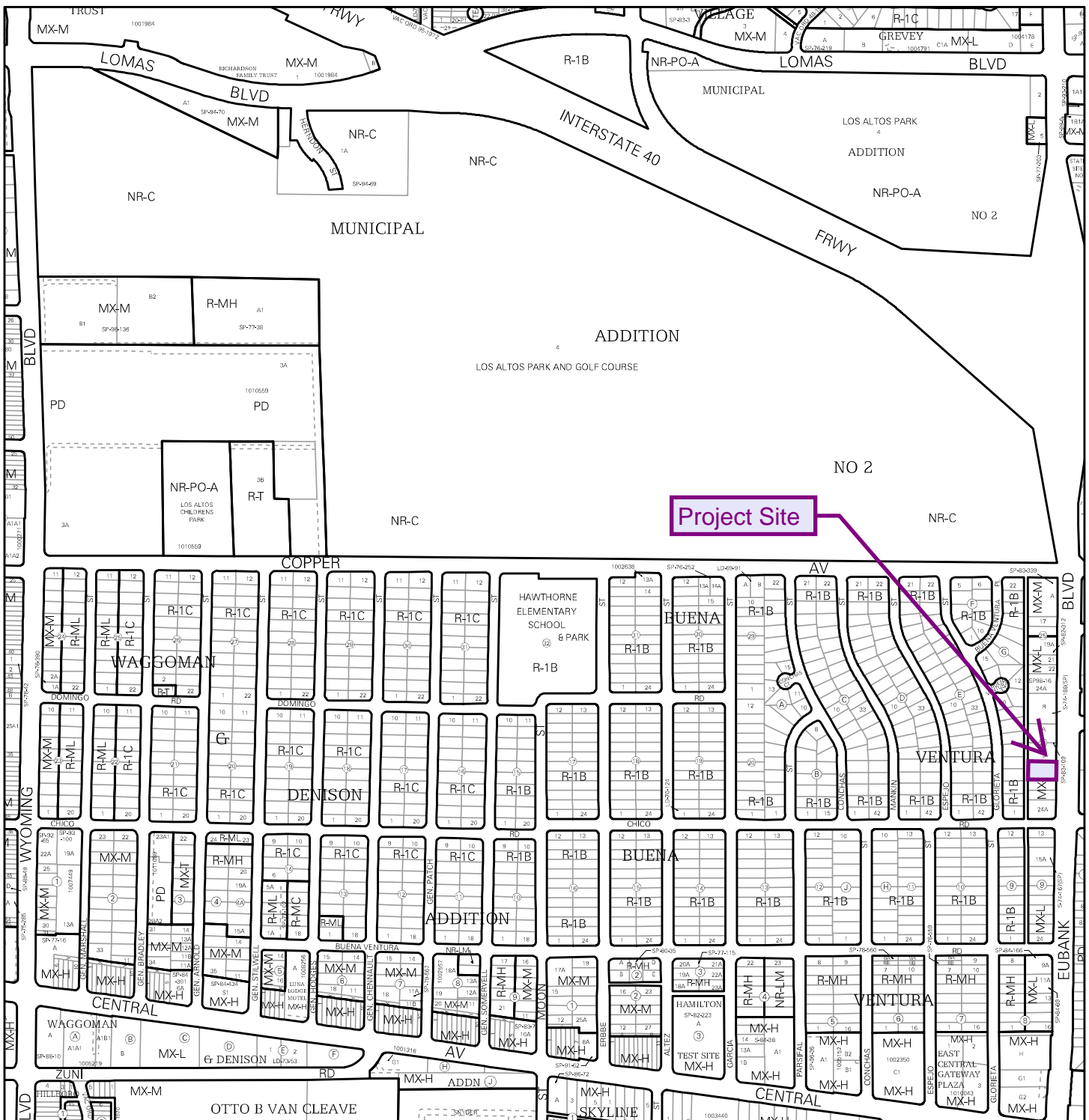
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- \_\_\_ 2) Form S3 with all the submittal items checked/marked
- \_\_\_ 3) Zone Atlas map with the entire site clearly outlined and labeled
- \_\_\_ 4) Letter of authorization from the property owner if application is submitted by an agent
- \_\_\_ 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**

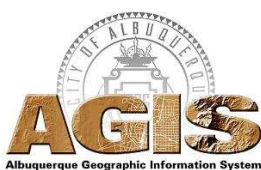
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- X \_\_\_ 1) DFT Application form completed, signed, and dated
- X \_\_\_ 2) Form S3 with all the submittal items checked/marked
- X \_\_\_ 3) Zone Atlas map with the entire site clearly outlined and labeled
- X \_\_\_ 4) Letter describing, explaining, and justifying the request
- X \_\_\_ 5) Scale drawing of the proposed subdivision plat or Site Plan
- X \_\_\_ 6) Site sketch with measurements showing structures, parking, building setbacks, adjacent rights-of-way, and street improvements, if there is any existing land use

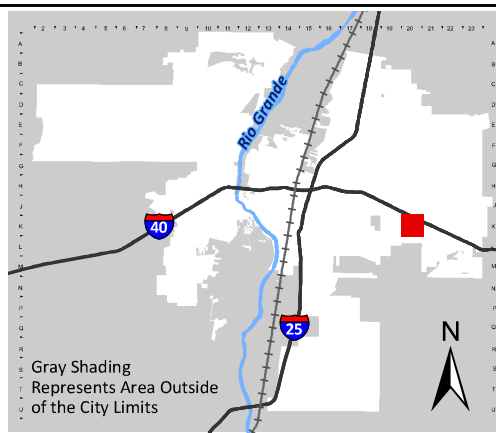


For more details about the Integrated Development Ordinance visit: <http://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance>

# IDO Zone Atlas May 2018



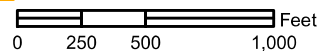
IDO Zoning information as of May 17, 2018  
The Zone Districts and Overlay Zones  
are established by the  
Integrated Development Ordinance (IDO).



Gray Shading  
Represents Area Outside  
of the City Limits

Zone Atlas Page:  
**K-20-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





6162 S. Willow Drive, Suite 320  
Greenwood Village, CO 80111  
303.770.8884 • [GallowayUS.com](http://GallowayUS.com)

August 22, 2023

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

**RE: Lots 19 & 20, Block 24, Buena Vista Subdivision – NWC Eubank Blvd NE & Chico Rd NE – Sketch Plat Review Request - Development Facilitation Team (DFT)**

Development Facilitation Team,

On behalf of Durban Development (Applicant); Galloway & Company, Inc. (Agent) formally submits the enclosed documents for review of a Sketch Plat (Application) pursuant to IDO Section 14-16-6-5(D). The proposed Sketch Plat is to combine Lots 19 & 20, Block 24, Buena Ventura Subdivision into proposed Lot 20-A and develop the lot into a drive-thru oil change facility. The development is consistent with the current Mixed Use – Low Intensity Zone District (MX-L) land use designation. Right-of-way improvements will be required for the public alley west of the site. This development will comply with all applicable sections of the DPM and other City regulations.

We appreciate your consideration of our Application and look forward to discussing the project with the DFT. In the meantime, please let us know should you need additional information or have questions.

Sincerely,

**GALLOWAY**

Doug Jones  
Civil Design Engineer  
[DougJones@GallowayUS.com](mailto:DougJones@GallowayUS.com)  
303-770-8884

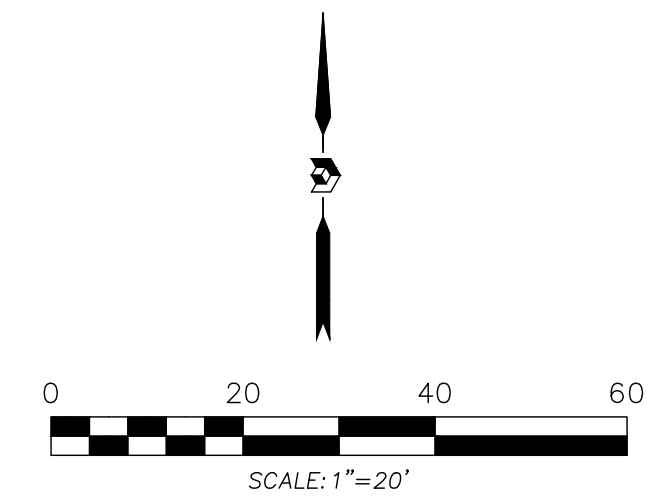
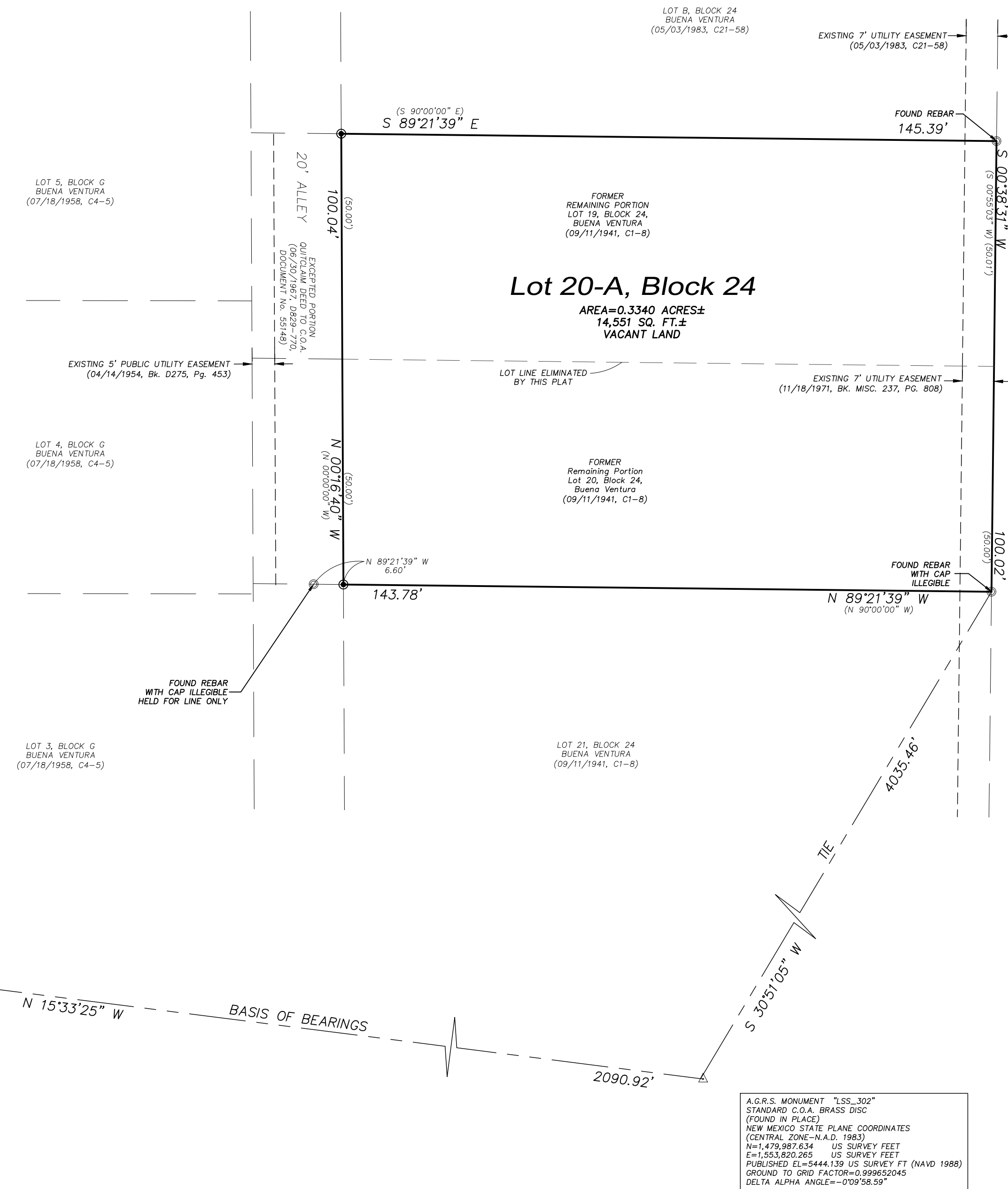
CC: Durban Development  
Zack Holland, Assistant Development Director





Sketch Plat of  
 Lot 20-A, Block 24  
**Buena Ventura Subdivision**

Section 20, Township 10 North, Range 4 East, N.M.P.M.  
 Albuquerque, Bernalillo County, New Mexico  
 August 2023



**Legend**

N 90°00'00" E	MEASURED BEARING AND DISTANCES
(N 90°00'00" E)	RECORD BEARINGS AND DISTANCES
○	FOUND AND USED MONUMENT AS DESIGNATED
●	DENOTES NO. 5 REBAR WITH PINK PLASTIC CAP "PS 11993" SET THIS SURVEY
△	FOUND ALUMINUM AGRS MONUMENT AS DESIGNATED

A.G.R.S. MONUMENT "S\_K20"  
 STANDARD C.O.A. BRASS DISC  
 (FOUND IN PLACE)  
 NEW MEXICO STATE PLANE COORDINATES  
 (CENTRAL ZONE-N.A.D. 1983)  
 N=1,482,001.249 US SURVEY FEET  
 E=1,553,259.684 US SURVEY FEET  
 PUBLISHED EL=5429.995 US SURVEY FT (NAVD 1988)  
 GROUND TO GRID FACTOR=0.999652832  
 DELTA ALPHA ANGLE=-0°10'02.59"

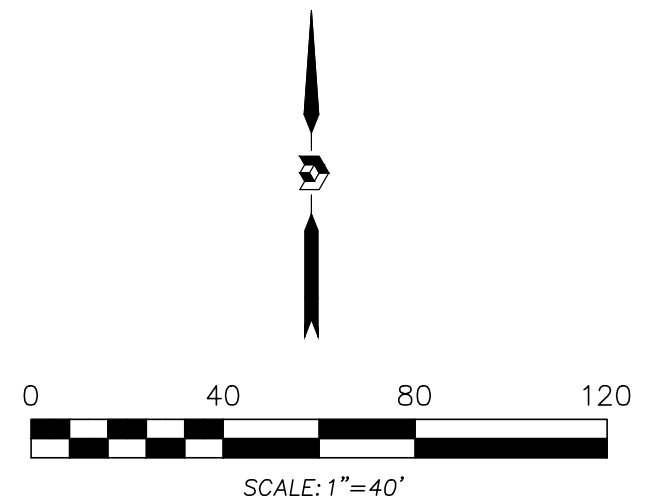
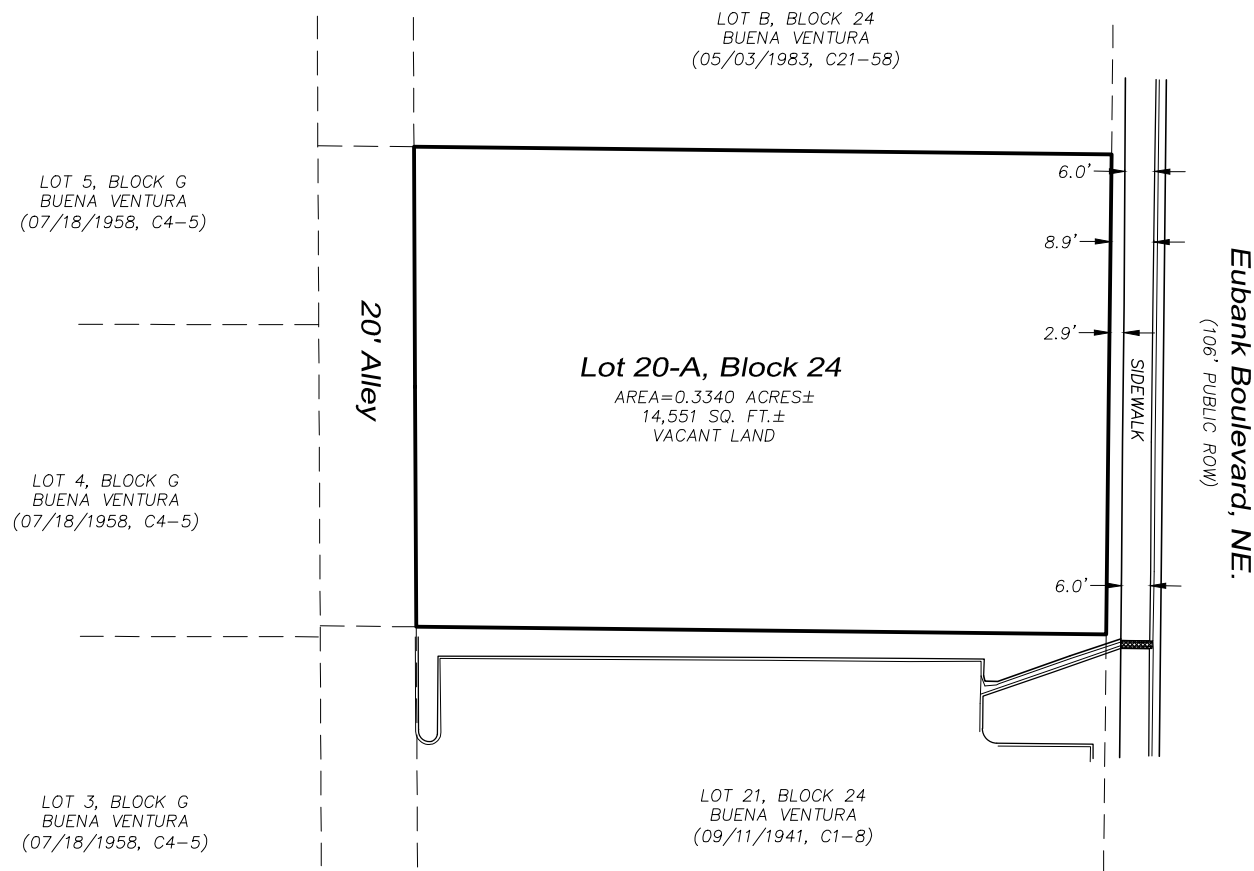
A.G.R.S. MONUMENT "LSS\_302"  
 STANDARD C.O.A. BRASS DISC  
 (FOUND IN PLACE)  
 NEW MEXICO STATE PLANE COORDINATES  
 (CENTRAL ZONE-N.A.D. 1983)  
 N=1,479,987.634 US SURVEY FEET  
 E=1,553,820.265 US SURVEY FEET  
 PUBLISHED EL=5444.139 US SURVEY FT (NAVD 1988)  
 GROUND TO GRID FACTOR=0.999652045  
 DELTA ALPHA ANGLE=-0°09'58.59"



OFFICE LOCATION:  
 9200 San Mateo Boulevard, NE  
 Albuquerque, NM 87113  
 505.856.5700 PHONE

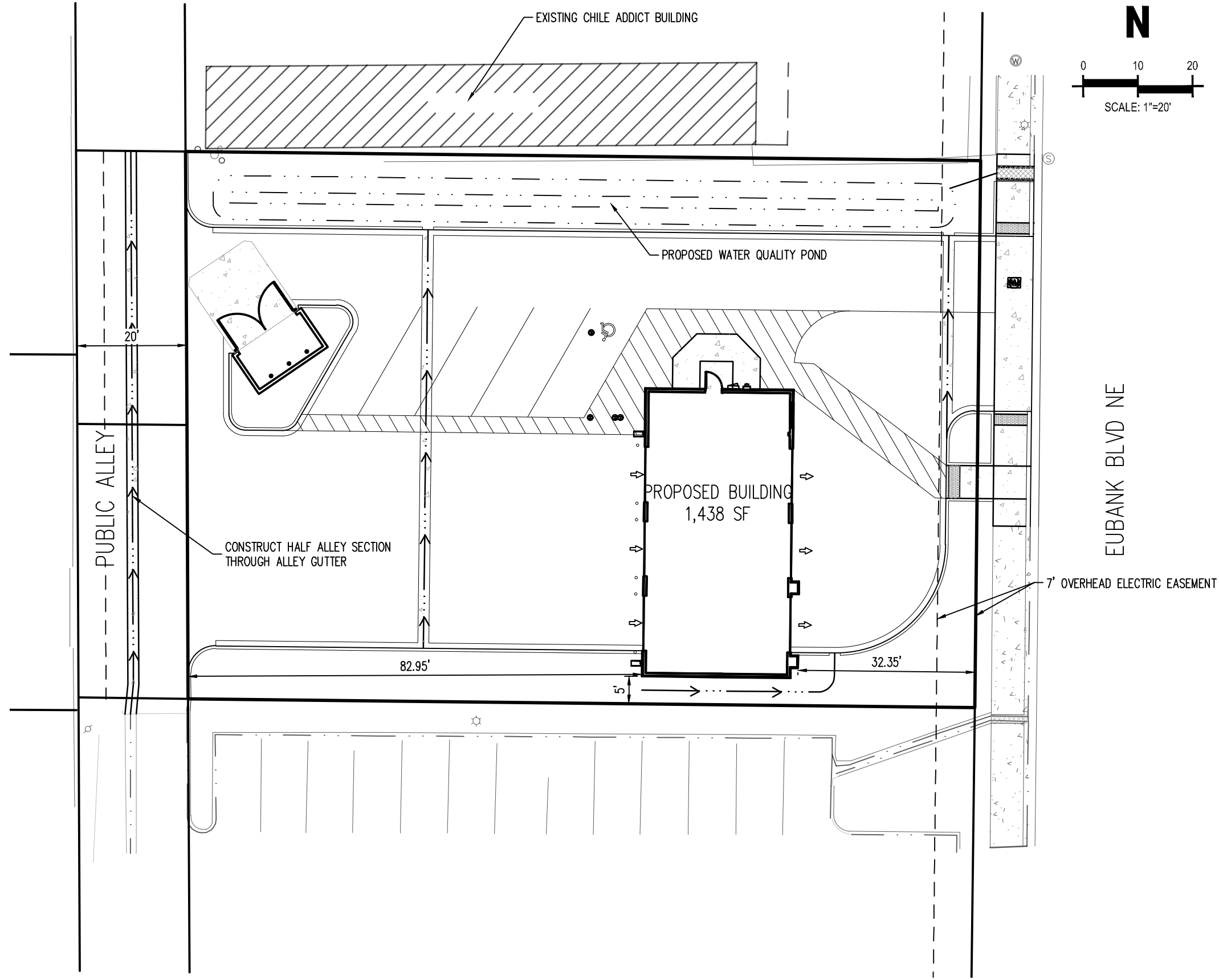
PROJECT INFORMATION	
CREW/TECH: MC	DATE OF SURVEY 04/04/2023
DRAWN BY: KH	CHECKED BY: LM
PSI JOB NO. 232058P	SHEET NUMBER 2 OF 2

Sidewalk Exhibit For  
 Lot 20-A, Block 24  
**Buena Ventura Subdivision**  
 Section 20, Township 10 North, Range 4 East, N.M.P.M.  
 Albuquerque, Bernalillo County, New Mexico  
 August 2023



COORDINATE AND DIMENSION INFORMATION				PLSS INFORMATION				PROJECT INFORMATION		PROPERTY INFORMATION	
STATE PLANE ZONE: <b>NM-C</b>	GRID / GROUND COORDINATES: <b>GRID</b>	GEIOD: <b>ABQ GEIOD</b>		LAND GRANT N/A				CREW/TECH: MC	DATE OF SURVEY 04/04/2023	PROPERTY OWNER ROSEMARY VALDEZ, TRUSTEE, ROSEMARY S. VALDEZ RVT	
HORIZONTAL DATUM: NAD83	VERTICAL DATUM: NAVD88	ROTATION ANGLE: 0° 00' 00.00"	MATCHES DRAWING UNITS: YES	SECTION 20	TOWNSHIP 10 NORTH	RANGE 4 EAST	MERIDIAN NMPM	DRAWN BY: KH	CHECKED BY: LM	SUBDIVISION NAME BUENA VENTURA	ADDRESS NONE ASSIGNED
CONTROL USED: <b>ALBUQUERQUE GEODETIC REFERENCE SYSTEM</b>				CITY ALBUQUERQUE				PSI JOB NO. 232058SW	SHEET NUMBER 1 OF 1	UPC LOT 19-102005752816042507 LOT 20-102005752815442506	
COMBINED SCALE FACTOR: GRID TO GROUND: 1.0034768234 GROUND TO GRID: 0.9996524385		DISTANCE ANNOTATION: GROUND	BEARING ANNOTATION: GRID	ELEVATION TRANSLATION: ±0.00'		ELEVATIONS VALID: NO					





## SITE DATA

**SITE SUMMARY:**  
LOT 20-A AREA: 0.3317 AC

**BUILDING SUMMARY:**  
1,438 SF 3-BAY DRIVE THRU OIL CHANGE

**ZONING:**  
EXISTING: MX-L  
PROPOSED: NO CHANGE

**PARKING:**  
RATIO: 1 / 1,000 SF  
REQUIRED: 2 (1 ADA)  
PROVIDED: 5 (1 ADA)

**SETBACKS:**  
REQUIRED:  
FRONT: 5'  
SIDE: 0'  
REAR: 0'  
PROVIDED:  
FRONT: 32.3'  
SIDE: 5'  
REAR: 83.0'